

Office of the President

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6 September 2019

MEMORANDUM NO. 341 Series of 2019

T 0: Ms. Gracielle Dawn Gamotin

E: Designation as Secretary of the Department of Business and R Management (DBM)

By virtue of the authority vested in me by the VSU Board of Regents and as recommended by the Department Head, you are hereby designated Department Secretary of the Department of Business Management (DBM) effective immediately until December 31, 2019 or unless sooner revoked or terminated by higher authorities.

Kindly coordinate with the Department Head regarding this assignment.

Please be guided accordingly.

OVPI CC:

OVPAF

OVPPRGEA

OVPRE

OUS

DBM

CME

Registrar Accounting

Deans

Directors

ODAHRD/PRPEO

FMO/Budget

Records

File

Vision: A globally competitive university for science, technology, and environmental conservation.

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.