

OFFICE OF THE PRESID

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Management System ISO 9001:2015

www.tuv.com ID 9108658749

13 August 2021

MEMORANDUM NO. __551 Series of 2021

T 0: Dr. Daisy S. Capon

R E: Designation as Director for Research, Extension, Innovation and Commercialization, VSU-Villaba Campus

In view of the transfer of Dr. Clea Anne V. Corsiga and by virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Director for Research, Extension, Innovation and Commercialization, VSU-Villaba Campus effective immediately until December 31, 2021 or unless sooner revoked or terminated by higher authorities.

As Director, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.

President

VSU-Villaba CC:

OVPAA

OVPAF

OVPREI

OVPSAS

OVPPRGAS

OUS

Deans

Directors

ODHRM/OHRSPPR

ODF/Budget

OHIA

Accounting

Cash

COA

Registrar

Records

File