



30 January 2023

MEMORANDUM NO. 505
Series of 2023

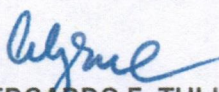
T O: Dr. Robelyn T. Piamonte
R E: Designation as OIC Head, Plant Disease Diagnostic Laboratory

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as OIC Head, Plant Disease Diagnostic Laboratory effective February 1, 2023 until December 31, 2023 or unless sooner revoked or terminated by higher authorities.

1. Provide leadership in the implementation of the programs of the laboratory;
2. Supervise the laboratory;
3. Formulate guidelines for the full use and access by clients of the services provided by the laboratory;
4. Make recommendations in the improvement, service fees and other management activities.

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

Please be guided accordingly.


EDGARDO E. TULIN
President

cc:	OVPA	PDDL
	OVPAF	IASO
	OVPPRGAS	Accounting
	OVPREI	COA
	OVPSAS	Cash
	OUS	Registrar
	ODF/Budget	Records
	ODAHRD/PRPEO	File
	Deans	
	Directors	