

OFFICE OF THE PRESIDENT

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 53 563 7067

Email: op@vsu.edu.ph Website: www.vsu.edu.ph



Management System ISO 9001:2015

www.tuv.com ID 9108658749

22 June 2020

MEMORANDUM NO. 246

Series of 2020

T 0: Mr. Marjonnel B. Abella

R E: Designation as Head, Department of Business Management,

VSU-Isabel Campus

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head, Department of Business Management, VSU-Isabel Campus effective July 1, 2020 until December 31, 2020 or unless sooner revoked or terminated by higher authorities.

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

Please be guided accordingly.

cc:

VSU-Isabel

OVPAA

OVPAF

OVPREI

OVPSAS

OVPPRGAS

OUS

ODAHRD/PRPEO

ODF/Budget

IASO

Accounting

Cash

COA

Registrar

Deans

Directors

Records

File