

OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

2nd Floor, Administration Building Visayas State University, Visca, Baybay City, Leyte Telefax: (053) 563 7106 email: ovpi@vsu.edu.ph Website: vsu.edu.ph

April 14, 2021

Memorandum Circular 17 Series of 2021

3

T O: Chancellors, College Deans, Department Heads and Directors

R E: POAP Trainings

Attached is the invitation and list of virtual trainings which will be conducted by the Personnel Officers Association of the Philippines, Inc. (POAP). If interested, please submit a recommendation using the ODAHRM-prescribed form. Newly-appointed heads of units, and those who have not attended similar trainings in the past are strongly encouraged to attend.

For your guidance.

BEATRIZ S. BELONIAS

Vice President for Academic Affairs