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Office of the President

8 October 2015

MEMORANDUM NO. 163

Series of 2015

T O: Mr. Reynaldo V. Mollejon

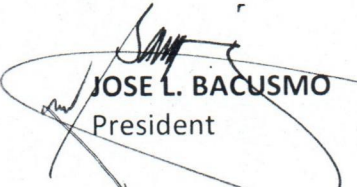
**R E: Designation as Head, Office of Administration & Finance
and College Secretary, VSU Villaba Campus**

By virtue of the authority vested in me by the VSU Board of Regents and as recommended by the Dean of VSU-Villaba Campus, you are hereby designated Head, Office of Administration & Finance and College Secretary, VSU Villaba Campus effective immediately until December 31, 2015 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.

This supersedes previous issuance on the same subject.

Please be guided accordingly.


JOSE L. BACUSMO
President

cc: VSU-Villaba Campus
OVPI
OVPAF
OVPPRGEA
OVPRE
OUS
Deans
Directors
ODF/Budget
ODAHRD/PRPEO
IASO
Accounting
COA
Cash
Registrar
Records
File