

Office of the President

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Website: www.vsu.edu.ph

4 January 2019

MEMORANDUM NO. 11
Series of 2019

T O: Ms. Venice 3. Ibañez

R E: Designation as OIC Head, Department of Consumer & Hospitality

Management

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as OIC Head, Department of Consumer and Hospitality Management effective immediately until December 31, 2019 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.

President

cc:

OVPI

OVPAF

OVPPRGEA

OVPRE

OUS

Deans Directors

ODF/Budget

ODAHRD/PRPEO

DCHM

IASO

Accounting

COA

Cash

Registrar

Records

File