

Office of the President

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

28 June 2019

MEMORANDUM NO. 266 Series of 2019

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Ms. Raquel H. Dohiling

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Designation as OIC Head, Cash Division

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as OIC Head, Cash Division effective July 1, 2019 until a new Supervising Admin. Officer/Cashier will be hired or unless sooner revoked or terminated by higher authorities.

As OIC, 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:

OVPI

OVPAF

OVPPRGEA

OVPRE

OUS

Deans

Directors

ODF/Budget

ODAHRD/PRPEO

USSO

IASO

Accounting

COA

Cash

Registrar

Records

File

Vision: A globally competitive university of science, technology, and environmental conservation.

Mission: Development of highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.