

VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

OFFICE OF THE PRESIDENT

October 24, 1990

MEMORANDUM NO. 174  
Series of 1990

TO: All Department/Office/Division/Unit Heads  
RE: Submission of Functional Charts

As per request of the Office of Undersecretary Benjamin E. Diokno of the Department of Budget and Management, the Functional Charts of each department/office/division/unit of VISCA with position titles and names of incumbents (PSI positions only - regular staff) will be needed for the final deliberations of the standardization appeals.

In this connection, kindly submit to the Office of the President the needed chart not later than October 26, 1990.

For compliance.

*[Signature]*  
C. D. VILLANUEVA  
Officer-in-Charge &  
Director of Business Affairs