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26 September 2023

MEMORANDUM NO. 899
Series of 2023

T O: Ms. Babylyn C. Lambert

R E: Department Internship Program Coordinator of the Department of Economics

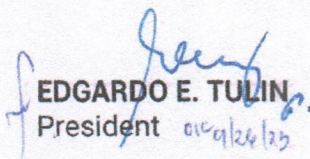
By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Department Internship Program Coordinator of the Department of Economics effective immediately until December 31, 2023 or unless sooner revoked or terminated by higher authorities.

As DIPC, you are to exercise the following functions:

1. Oversee all field practice activities including making sure that necessary documents prior to field practice are secured following CHED memorandum orders.
2. Conduct arrangements with institutions i.e. Memorandum of Agreement, permits, certifications etc., where the students are to be assigned.
3. Perform other functions related to on-the-job training activities.

Moreover, 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 09/26/23

OFFICE OF THE PRESIDENT

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Page 1 of 1
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