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Office of the President

24 September 2014

MEMORANDUM NO. 231

Series of 2014

T O: Mrs. Florinda D. Ayo *florinda*

R E: Designation as Canteen and Guest House In-Charge, VSU-Villaba Campus

As recommended by the Dr. Felipe Q. Albeos, Dean, VSU-Villaba Campus and by virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Canteen and Guest House In-Charge, VSU-Villaba Campus vice Mrs. Cresilda B. Inot, effective immediately until May 31, 2015 or unless sooner revoked or terminated by higher authorities.

As such, 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
EDGARDO E. TULIN
Officer-in-Charge

cc: Dr. Felipe Q. Albeos
VSU-Villaba Campus
OVPI
OVPAF
OVPPRG
OVPRE
OUS
ODAHRD/PRPEO
ODF/Budget
COA
Accounting
Cash
Registrar
Records
File