



Visayas State University

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Office of the President

16 November 2012

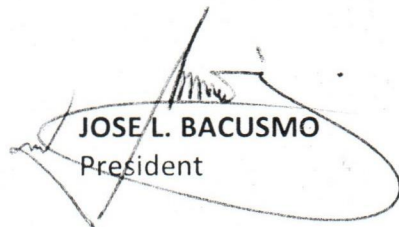
MEMORANDUM NO. 286
Series of 2012

T O: Ms. Janet Alexis A. delos Santos
R E: Designation as OIC, College of Nursing

By virtue of the authority vested in me by the VSU Board of Regents and in view of the leave of absence of the incumbent, you are hereby designated Officer-in-Charge of the College of Nursing effective immediately until December 31, 2012 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.


JOSE L. BACUSMO
President

cc: OVPI
OVPAF
OVPPRG
OVPRE
OUS
Deans
Directors
College of Nursing
ODF/Budget
ODAHRD
IASO
PRPEO
Accounting
COA
Cash
Records
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RECEIVED
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Office of the Vice President for Instruction

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November 15, 2012

DR. JOSE L. BACUSMO

President

Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Bacusmo:

In connection with the 6-month leave of Prof. Elni Mari C. Mendoza, Dean of the College of Nursing, I would like to recommend Ms. Janet Alexis A. delos Santos as the Officer-in-Charge of the College effective immediately. Ms. delos Santos was favorably recommended by Prof. Mendoza as well as her colleagues in the College.

Thank you.

Very truly yours,

A handwritten signature in black ink, appearing to read "Oscar B. Posas", with a stylized flourish at the end.

OSCAR B. POSAS

Vice President for Instruction