



Visayas State University

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Office of the President

20 December 2012

MEMORANDUM NO. 307
Series of 2012

To:

Mr. Raul Bagarinao

Re:

Recall of Force Leave

Due to the exigency of your services, your applications for force leave on Dec. 26, 27, 28 & 31, 2012 are hereby recalled.

You are directed to report to office on the said dates to do your duties and responsibilities in the Office of the President. Please be guided accordingly.

JOSE L. BACUSMO

VIRGILIO C. ACNO

cc: Ms. Teresita L. Quiñanola - Head, PRPEO