April 16, 1990

MEMORANDUM NO. 76 Series of 1990

T O: Dr. Manuel K. Palomar

R E: Designation as Officer-in-Charge of the Office of the Vice President for Academic Affairs

You are hereby designated Officer-in-Charge of the Office of the Vice President for Academic Affairs effective today April 16, 1990 until another official is designated while Dr. Vicente A. Quiton is on leave.

As OIC, you are authorized to discharge the functions of the Office of the Vice President for Academic Affairs including his Committee assignments and as incharge of EPRD in addition to your duties and responsibilities as Director of PRCRTC.

M. R. VILLANUEVAN President

cc: ODI
ODREX
COA
Accounting
Budget
Personnel
Cash
Records
OVPAA

we set