SAYAS STATE

VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines

Office of the President

22 March 2000

MEMORANDUM NO. <u>55</u>

Series of 2000

T O: Prof. Daniel M. Tudtud, Jr.

R E: Designation as Officer-in-Charge, Visayas State College of Agriculture

In connection with my leave of absence, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture, effective today, March 22, 2000 or until my return.

As Officer-in-Charge you are authorized to discharge the functions of the Office of the President in addition to your official duties and responsibilities.

PACIENCIA P. MILAN

President

cc: Personnel

Accounting

Cash

COA

Budget/FMO

Records

File