



18 August 2017

MEMORANDUM NO. 327
Series of 2017

T O: Dr. Daisy S. Capon

R E: Designation as Head, Office of Research & Development, VSU Villaba Campus

By virtue of the authority vested in me by the VSU Board of Regents and as recommended by the Dean of VSU-Villaba Campus, you are hereby designated Head, Office of Research & Development, VSU Villaba Campus effective August 1, 2017 to December 31, 2017 or unless sooner revoked or terminated by higher authorities.

As Head, 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

President

cc: VSU-Villaba Campus
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OVPAF
OVPPRGEA
OVPRE
OUS
Deans
Directors
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ODAHRD/PRPEO
IASO
Accounting
COA
Cash
Registrar
Records
File