VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines Office of the President



11 April 2001

MEMORANDUM NO. <u>62</u> Series of 2001

T O: Dr. Manuel K. Palomar

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

In connection with my travel to Cagayan de Oro City, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture on April 16-18, 2001 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 W COA
Budget/FMO Records

File