

Office of the President

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 53 563 7067

Email: op@vsu.edu.ph Website: www.vsu.edu.ph

2 January 2020

MEMORANDUM	NO.	1
Series of 2020		

T O: All VPs, Deans, Center Heads, Department, Office and Unit Heads

R E: Hold-Over Capacity

In the absence of new appointments, you are hereby directed to continue functioning on hold-over capacity in your present administrative assignments until new appointments are issued.

Please be guided accordingly.

EDGARDO E. TULIN