

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



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22 June 2020

MEMORANDUM NO. 311 Series of 2020

T O: Dr. Gavino E. Romero, Jr.

R E: Designation as Head of the Department of Teacher Education,

VSU-Villaba Campus

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head of the Department of Teacher Education, VSU-Villaba Campus effective July 1, 2020 until December 31, 2020 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

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OVPPRGAS

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ODF/Budget

IASO

Accounting

Cash

COA

Registrar

Deans

Directors

Records

File

No20-311