



MEMORANDUM

No. 99, s. 2024

TO: **Dr. Richard P. Impas**
Head, Admin. & Finance

FROM: Campus Director/ Chair, Committee on Honors and Awards

DATE: 19 June 2024

SUBJECT: Acting Chairperson, Committee on Honors and Awards

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Pursuant to the policies of the Civil Service Commission (CSC) in line with the mandates of Eastern Visayas State University (EVSU), and in the exigency of the service, to facilitate and preside the deliberations on the applications for Awards, you are hereby designated as Acting Chairperson of the Committee on Honors and Awards on June 26 and 27, 2024.

As such, you have to represent, act and sign for and in behalf of the Chairperson of the Committee on Honors and Awards as well as perform any functions inherent to the position. However, all actions which are policy-determining in nature shall be held in abeyance.

For your information and compliance.

BY AUTHORITY OF THE UNIVERSITY PRESIDENT
Per Special Order No. 106, s. 2023

JEFFRY V. OCAY, PhD
Director of EVSU Ormoc Campus

Copy furnished:

_____ Mabitad, Alan Reynaldo
_____ Mabitad, Beatrice
_____ Capala, Joel
_____ Rodriguez, Lyra
_____ Morpos, Joseph Jaymel
_____ File, Office of EVSU-OC Director

Head, Industrial Technology Dep't.
Head, Teacher Education Dep't.
Head, Engineering Dep't.
Head, Business & Management
Head, Computer Studies

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BRGY. DON FELIPE LARAZABAL 6541 ORMOC CITY, PHILIPPINES
Email: evsu.ormoc@evsu.edu.ph | website: www.evsu.edu.ph