

Republic of the Philippines EASTERN VISAYAS STATE UNIVERSITY Ormoc City

EVSU ORMOC CAMPUS



MEMORANDUM No.<u>157</u>, s. 2024

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TO:	<b>Prof. Alan Reynaldo E. Mabitad</b> Head, Industrial Technology Dep't.
FROM:	Campus Director
DATE:	15 November 2024
SUBJECT:	Officer-in-charge, Office of the Campus Director

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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 and to facilitate the regular operation of Eastern Visayas State University - Ormoc Campus (EVSU-OC), you are hereby designated as Officer-In-Charge (OIC) of the Office of the Campus Director on Monday, 18 November 2024.

As such, you have to represent, act and sign for and in behalf of the Campus Director 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

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FRY V. OCAY, PhD Director of EVSU Ormoc Campus

Copy furnished:

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