



**VISAYAS**  
STATE UNIVERSITY

INSTITUTE FOR  
**STRATEGIC RESEARCH AND  
DEVELOPMENT STUDIES**

January 2, 2024

**Dr. Daniel Leslie S. Tan**  
Officer-In-Charge  
Visayas State University  
Visca, Baybay City, Leyte

Thru: **Dr. Beatriz S. Belonias**  
Vice President-Academic Affairs  
VSU, Visca, City of Baybay

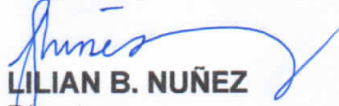
**Dear Dr. Tan:**

I would like to designate, **Ms. Gina A. Delima** as officer-in-charge of the Institute for Strategic Research and Development Studies (ISRDS) on January 3, 2024 or until my return. I will be on leave on said date.

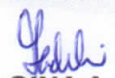
As OIC, she is authorized to fully discharge the duties and responsibilities of the ISRDS director on the abovementioned date.

Thank you and regards.

Very truly yours,

  
**LILIAN B. NUÑEZ**  
Director

Conforme:

  
**GINA A. DELIMA**  
Instructor II

Recommending Approval:

**MOISES NEIL V. SERIÑO**  
Dean, CME

**BEATRIZ S. BELONIAS**  
Vice President-Academic Affairs

APPROVED:

**DANIEL LESLIE S. TAN**  
Officer-In-Charge