



**VISAYAS**  
STATE UNIVERSITY

DEPARTMENT OF  
**AGRONOMY**


February 29, 2023

**Dr. Daniel Leslie S. Tan**  
OIC, University President  
Visayas State University  
Visca, Baybay City, Leyte

Dear **Dr. Tan**:

I would like to recommend **Dr. Ulysses A. Cagasan** to act as an Officer In-Charge of the Department of Agronomy on March 6-8, 2024 or until my return to office. On this date, I will be on travel.

As an OIC, **Dr. Cagasan** is authorized to discharge the duties and responsibilities of the Department Head, in addition to his regular tasks as Faculty.

  
**DIONESIO M. BAÑOC**  
Head, DA

Conforme:

  
**ULYSSES A. CAGASAN**  
Prof. V

Recommending Approval:

**VICTOR B. ASIO**  
Dean, CAFS

N/A  
**BEATRIZ S. BELONIAS**  
Vice President for Academic Affairs

Approved:

**DANIEL LESLIE S. TAN**  
OIC President, VSU



**DEPARTMENT OF AGRONOMY**  
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