



June 10, 2022

DR. EDGARDO E. TULIN
President
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Tulin:

In view of my official travel, I would like to recommend Dr. Guiraldo C. Fernandez Jr. to act as Officer-in-Charge of the Office of the Head for Internal Audit for the period June 13-15, 2022 or until my return.

As OIC, he is authorized to discharge the functions of the office in addition to his regular duties and responsibilities.

Thank you.

Very truly yours,

MARIA TERESA A. CRUZ
IASO

Conforme:

GUIRALDO C. FERNANDEZ JR.
University Secretary

Approved/Disapproved:

EDGARDO E. TULIN
President