



VISAYAS
STATE UNIVERSITY



**ADVANCED RESEARCH
AND INNOVATION CENTER**

21 February 2024

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

Thru: Dr. Dennis P. Peque
VP for Research, Extension & Innovation

Sir:

I would like to recommend Ms. Sarah Jean C. Sugano as Officer-in-Charge of the Advanced Research and Innovation Center on February 22-23, 2024 or until my return. I will accompany my husband for his medical check-up in Cebu City.

As OIC, Ms. Sugano is authorized to discharge the functions of ARI Center Director in addition to her present duties and responsibilities.

Thank you. Best regards.

Respectfully yours,

mtplncto
MA. THERESA P. LORETO
Director, ARI Center

Conforme:

[Signature]
SARAH JEAN C. SUGANO
Faculty, ARIC

Recommending Approval:

DENNIS P. PEQUE
VP for Research, Extension & Innovation

Approved:

DANIEL LESLIE S. TAN
OIC-President

