



June 14, 2022

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

Thru: **DR. DANIEL LESLIE S. TAN**
Vice-President for Administration & Finance

Dear Dr. Tulin:

I would like to recommend Ms. Louella C. Ampac to act as Officer-in-charge in the Budget Office today or until I return.

As Office-in-Charge she is authorized to discharge the functions of the Office in addition to her existing duties and responsibilities.

Very truly yours,


ALICIA M. FLORES
OIC Head Budget Office

Conforme:


LOUELLA C. AMPAC
Financial Management Director

By the Authority of the President
Approved:

DANIEL LESLIE S. TAN
Vice-Pres. For Admin. & Finance