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Dr. Edgardo E. Tulin
President
Visayas State University
Visca, Baybay City, Leyte

Thru: Dr. Maria Juliet C. Ceniza
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 August 23-31, 2023 or until my return. I will be on an educational tour to Singapore on the said dates.

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,

mtloredo
MA. THERESA P. LORETO
Director, ARI Center

Conforme:

[Signature]
SARAH JEAN C. SUGANO
Faculty, ARIC

Recommending Approval:

[Signature] 8/22/23
MARIA JULIET C. CENIZA
VP for Research, Extension & Innovation

Approved:

[Signature] 8/22/23
EDGARDO E. TULIN
University President