



**VISAYAS**  
STATE UNIVERSITY



0521  
DEPARTMENT OF  
**PURE & APPLIED CHEMISTRY**

15 November 2023

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

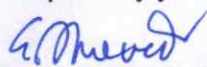
Dear **Dr. Tan**:

I would like to designate **Mr. Genesis C. Albarico** as Officer-in-Charge of the Department of Pure and Applied Chemistry on December 20-22, 2023 or until my return. I will be on Compensatory Day Off (CDO) on the said date.


As OIC, **Mr. Albarico** is authorized to discharge the functions of DoPAC head in addition to his present duties and responsibilities as faculty of the department.

Thank you for your action on this designation.

Respectfully yours,

  
**ELIZABETH S. QUEVEDO**  
Head, DoPAC


Conforme:

  
**GENESIS C. ALBARICO**  
Instructor II, DoPAC


Noted by:

  
**MA. THERESA P. LORETO**  
Dean, CAS

Recommending Approval:

  
**BEATRIZ S. BELONIAS**  
VP for Academic Affairs

Approved:

  
**DANIEL LESLIE S. TAN**  
OIC-President