



17 January 2023

**MEMORANDUM NO.** 49  
Series of 2023

**T O: Dr. Aleli A. Villocino**

**R E: Designation as Officer-In-Charge, Visayas State University**

In connection with my official travel to USA, you are hereby designated Officer-in-Charge of the Visayas State University on February 13 – 15, 2023, or until my return.

As OIC, you are authorized to discharge the functions of the Office of the President in addition to your official duties and responsibilities.

  
**EDGARDO E. TULIN**  
President

Conforme:

  
**ALELI A. VILLOCINO**  
VP for Student Affairs and Services

cc: OVPA  
OVPAF  
OVPSAS  
OVPPRGAS  
OVPREI  
OUS  
Deans  
Directors  
Accounting  
Cash  
COA  
OHIA  
FMO/Budget  
ODHRM/OHRSPPR  
Registrar  
Records  
File