



Visayas State University

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Office of the President

1 March 2011

MEMORANDUM NO. 101

Series of 2011

T O: Dr. Roberto C. Guarte

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

In connection with my travel to Cebu City, you are hereby designated Officer-In-Charge of the Visayas State University on March 2, 2011 or until my return.

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


JOSE L. BACUSMO
President

cc: OVPAF
OVPA
OVPPRG
OVPRE
OUS
Deans
Directors
Personnel
Accounting
Cash
COA
ODF
ODA
Budget
Records
File