



29 December 2023

MEMORANDUM NO. 988
Series of 2023

T O: Dr. Allen Glennie P. Lambert
R E: Designation as OIC of the Visayas State University

In view of my leave of absence, you are hereby designated as Officer-in-Charge of the Visayas State University effective in the afternoon of December 29, 2023 or unless revoked or terminated by higher authorities.

As OIC, you are authorized to discharge the functions of the office. Moreover, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.

DANIEL LESLIE S. TAN
OIC President