



17 August 2016

**MEMORANDUM NO. 199**

Series of 2016

**T O: Dr. Othello B. Capuno**

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

In connection with my travel to Manila, you are hereby designated Officer-in-Charge of the Visayas State University on August 18–19, 2016 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.

  
**EDGARDO E. TULIN**

President

cc: OVPAF  
OVPI  
OVPPRGEA  
OVPRE  
OUS  
Deans  
Directors  
Accounting  
Cash  
COA  
IASO  
FMO/Budget  
ODAHRD/PRPEO  
Registrar  
Records  
File