

## OFFICE OF THE PRESIDENT

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15 September 2021

## **MEMORANDUM NO. 589**

Series of 2021

T O: Dr. Daniel Leslie S. Tan

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

You are hereby designated Officer-in-Charge of the Visayas State University on September 15 - 21,2021 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

cc: OVPAA

**OVPAF** 

**OVPSAS** 

**OVPPRGAS** 

**OVPREI** 

OUS Deans

**Directors** 

Accounting

Cash

COA

OHIA

FMO/Budget

ODHRM/OHRSPPR

Registrar

Records

File