



31 March 2023


MEMORANDUM NO. 582
Series of 2023

T O: Dr. Daniel Leslie S. Tan

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

In connection with my official travel to Japan, you are hereby designated Officer-in-Charge of the Visayas State University on May 29 – June 2, 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:


DANIEL LESLIE S. TAN
VP for Administration & Finance

cc: OVPAA
OVPAF
OVPSAS
OVPPRGAS
OVPREI
OUS
Deans
Directors
Accounting
Cash
COA
IASO
FMO/Budget
HRMO/RSPPRO
Registrar
Records
File