

## Visayas State University

Visca, Baybay, Leyte 6521-A Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601 website: www.vsu-visca.edu.ph

## Office of the President

13 December 2010

MEMORANDUM NO. 271 Series of 2010

T O: Dr. Oscar B. Posas

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

In connection with my travel to Tacloban City, you are hereby designated Officer-In-Charge of the Visayas State University on December 14, 2010 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 OVPAA

OVPAR

OVPRE

OUS

Deans

Directors

Personnel

Accounting

Cash

COA

ODA

Budget

Records

File