



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

5 November 2010

MEMORANDUM NO. 260

Series of 2010

T O: Prof. Daniel M. Tuftud, Jr.

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 November 9 – 10, 2010.

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
OVPA
OVPPRG
OVPRE
OUS
Deans
Directors
Personnel
Accounting
Cash
COA
ODF
ODA
Budget
Records
File