



# VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte 6521-A

Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601

website: [www.lsu-visca.edu.ph](http://www.lsu-visca.edu.ph)

*Office of the President*

11 February 2009

**MEMORANDUM NO. 38**

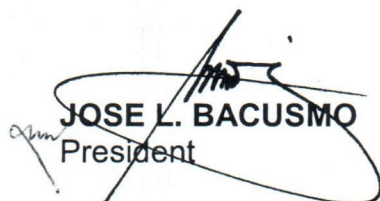
Series of 2009

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

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

In connection with my official travel to Palo, Leyte & Tacloban City you are hereby designated Officer-in-Charge of the Visayas State University on February 13, 2009.

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  
OVPPRG  
OVPRE  
OUS  
Deans  
Directors  
Personnel  
Accounting  
Cash  
COA  
Records  
File