



# Visayas State University

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*Office of the President*

18 December 2009

**MEMORANDUM NO. 246**

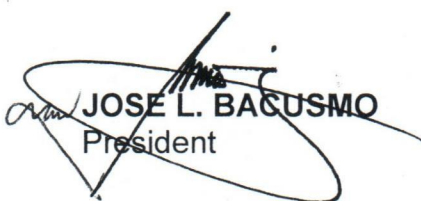
Series of 2009

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

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

In connection with my official travel to Cebu City you are hereby designated Officer-in-Charge of the Visayas State University on Dec. 21, 2009 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  
OVPA  
OVPPRG  
OVPRE  
OUS  
Deans  
Directors  
Personnel  
Accounting  
Cash  
COA  
Records  
File