



Visayas State University

Visca, Baybay City, Leyte 6521-A

Philippines

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

website: www.vsu.edu.ph

Office of the President

15 September 2014

MEMORANDUM NO. 226
Series of 2014

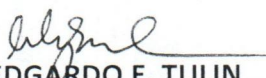
T O: Dr. Othello B. Capuno
Prof. Alan B. Loreto

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 the following dates:

Dr. Othello B. Capuno	- September 16 – 17, 2014
Prof. Alan B. Loreto	- September 18-23, 2014 or until 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.


EDGARDO E. TULIN
Officer-in-Charge

cc: OVPAF
OVPI
OVPPRG
OVPRE
OUS
Deans
Directors
Accounting
Cash
COA
IASO
FMO/Budget
ODAHRD/PRPEO
Registrar
Records
File