

VISAYAS STATE UNIVERSITY

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Office of the President

14 November 2008

MEMORANDUM NO. <u>228</u> Series of 2008

T O: Dr. Manuel K. Palomar

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

In connection with my travel to Manila and Bataan, you are hereby designated Officer-In-Charge of the Visayas State University on November 19, 2008 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.

President

cc: OVPAA

OVPAF

QSE L. BACUSMO

OVPPRG

OVPRE

OUS

Deans

Directors

Personnel

Accounting

Cash

COA

ODF ODA

Budget

Records

File