



8 November 2023

MEMORANDUM NO. 933
Series of 2023

T O: Dr. Aleli A. Villocino

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

In view of my official travel to Cebu City, you are hereby designated as Officer-in-Charge of the Visayas State University on November 10, 2023 or until my return.

As OIC, you are authorized to discharge the functions of the President in addition to your official duties and responsibilities.

DANIEL LESLIE S. TAN
Officer-In-Charge

cc: OVPAA
OVPAF
OVPSAS
OVPPRGAS
OVPREI
OUS
Deans
Directors
Accounting
Cash
COA
IASO
FMO/Budget
HRMO/RSPPRO
Registrar
Records
File