



3 November 2017

**MEMORANDUM NO.** 376  
Series of 2017

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

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

In connection with my official travel to Budapest, Hungary, you are hereby designated Officer-In-Charge of the Visayas State University on December 10 – 16, 2017 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.

  
**EDGARDO E. TULIN**  
President

CONFORME:

  
**OTHELLO B. CAPUNO**  
VP for Research and Extension

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