



14 August 2023

MEMORANDUM NO. 769
Series of 2023

T O: Dr. Daniel Leslie S. Tan

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

In view of my personal trip to USA, you are hereby designated as Officer-in-Charge of the Visayas State University on September 22 – 29, 2023 or until my return.

As OIC, 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:


DANIEL LESLIE S. TAN *8/14/23*
Vice President for Administration and Finance

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