



Visayas State University

Visca, Baybay City, Leyte 6521-A

Philippines

Tel: +63 53 563 7067

website: www.vsu.edu.ph

Office of the President

2 November 2015


MEMORANDUM NO. 201
Series of 2015

T O: Dr. Othello B. Capuno

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

In connection with my travel to Cebu City, you are hereby designated Officer-In-Charge of the Visayas State University on November 3, 2015 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

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