

Office of the President

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63-53-563-7067

Email: op@vsu.edu.ph Website: www.vsu.edu.ph

10 January 2018

MEMORANDUM NO. Series of 2018

Dr. Remberto A. Patindol T 0:

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

In connection with my official travel to Tacloban City, you are hereby designated Officer-in-Charge of the Visayas State University on January 11, 2018 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.

CC:

OVPAF

OVPI

OVPPRGEA

OVPRE

OUS Deans

Directors

Accounting

Cash

COA

IASO

FMO/Budget

ODAHRD/PRPEO

Registrar

Records

File