

## Visayas State University

Visca, Baybay, Leyte 6521-A
Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601 website: www.vsu-visca.edu.ph

Office of the President

20 April 2009

MEMORANDUM NO. 76
Series of 2009

T O: Dr. Roberto C. Guarte

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

In connection with my travel to South Korea, you are hereby designated Officer-In-Charge of the Visayas State University on April 23 – 25, 2009 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.

JOSE L. BACUSMO President

CC:

OVPAA
OVPAF
OVPRG
OVPRE
OUS
Deans
Directors
Personnel
Accounting
Cash
COA
ODF
ODA
Budget
Records

File