

OFFICE OF THE PRESIDENT

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19 September 2022

MEMORANDUM NO. 685 Series of 2022

T O: Dr. Daniel Leslie S. Tan

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

In view of my official travel to Manila, you are hereby designated Officer-in-Charge of the Visayas State University on September 20-23, 2022 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

cc: OVPAA

OVPAF

OVPSAS

OVPPRGAS

OVPREI

OUS

Deans

Directors

Accounting

Cash

COA

OHIA

FMO/Budget

ODHRM/OHRSPPR

Registrar

Records

File