

Office of the President

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Website: www.vsu.edu.ph

18 June 2019

MEMORANDUM NO. 257

Series of 2019

T

0:

Dr. Dilberto O. Ferraren

R

E:

Designation as Officer-in-Charge, Visayas State University

In connection with my official travel to Manila, you are hereby designated as Officer-in-Charge of the Visayas State University on June 18-20, 2019 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:

OVPAF

OVPI

OVPPRGEA

OVPRE

OUS

Deans

Directors

Accounting

Cash

COA

IASO

FMO/Budget

ODAHRD/PRPEO

Registrar

Records

File

