

Office of the President

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

1 July 2019

MEMORANDUM NO. 269
Series of 2019

T O: Dr. Beatriz S. Belonias

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

In connection with my official travel to Aklan and Cebu, you are hereby designated Officer-in-Charge of the Visayas State University on July 2-5, 2019 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

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Directors

Accounting

Cash

COA

IASO

FMO/Budget

ODAHRD/PRPEO

Registrar

Records

File W