



25 October 2019

MEMORANDUM NO. 387
Series of 2019

T O: Dr. Othello B. Capuno

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

In connection with my official travel to Manila, you are hereby designated Officer-in-Charge of the Visayas State University on October 29 – 30, 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