



23 January 2024

MEMORANDUM NO.
Series of 2024

T O: Dr. Edgardo E. Tulin

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

In view of my official travel to Tacloban City, you are hereby designated as Officer-in-Charge of the Visayas State University on January 26, 2024 or until my return.

As OIC, you are authorized to discharge the functions of the President in addition to your official duties and responsibilities.

DANIEL LESLIE S. TAN
OIC-President

cc: OVPAA

**OVPAF** 

**OVPSAS** 

**OVPPRGAS** 

**OVPREI** 

OUS

Deans

Directors

Accounting

Cash

COA

IASO

FMO/Budget

HRMO/RSPPRO

Registrar

Records

File