



6 October 2022

**MEMORANDUM NO.** 711  
Series of 2022

**T O: Dr. Aleli A. Villocino**

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

In connection with my official travel to Indonesia, you are hereby designated Officer-in-Charge of the Visayas State University on November 23-28, 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

Conforme:

**ALELI A. VILLOCINO**  
VP for Students Affairs and Services

cc: OVPAA  
OVPAF  
OVPSAS  
OVPPRGAS  
OVPREI  
OUS  
Deans  
Directors  
Accounting  
Cash  
COA  
OHIA  
FMO/Budget  
ODHRM/OHRSPPR  
Registrar  
Records  
File