

## Visayas State University

Visca, Baybay City, Leyte 6521-A
Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601 website: <a href="www.vsu.edu.ph">www.vsu.edu.ph</a>; email: <a href="mailto:op@vsu.edu.ph">op@vsu.edu.ph</a>

## Office of the President

21 May 2012

MEMORANDUM NO. 162 Series of 2012

T O: Dr. Edgardo E. Tulin

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

In view of my travel to Manila, you are hereby designated Officer-In-Charge of the Visayas State University on May 24 – 25, 2012 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.

President

JOSEX

cc: OVPI

**OVPAF** 

**OVPPRG** 

**OVPRE** 

OUS

Deans

Directors

Accounting

Cash

COA

IASO

ODAHRD/PRPEO

FMO/Budget

Records

File