



13 March 2023


MEMORANDUM NO. 551
Series of 2023

T O: Dr. Daniel Leslie S. Tan

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

In connection with my official travel to Czech Republic, you are hereby designated Officer-in-Charge of the Visayas State University on April 28 – May 5, 2023, 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:


DANIEL LESLIE S. TAN
VP for Administration & Finance

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