



**VISAYAS**  
STATE UNIVERSITY

**OFFICE OF THE  
PRESIDENT**



12 March 2024

**MEMORANDUM NO.** 286  
Series of 2024

**T O: All VPs, Chancellors, Deans, Center Heads, Department, Office and Unit Heads**  
**R E: Hold-Over Capacity**

In the absence of new appointments, you are hereby directed to continue functioning on hold-over capacity in your present administrative assignments until new appointments are issued.

Please be guided accordingly.

  
**PROSE IVY G. YEPES**  
President

**OFFICE OF THE PRESIDENT**

2/F Administration Building, Visayas State University  
PQWW+RJM, Baybay City, Leyte, Philippines 6521  
Email: [op@vsu.edu.ph](mailto:op@vsu.edu.ph) | Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)  
Phone: +63 53 565 0600 Local 1000



Page 1 of 1  
**FM-OOP-01**  
V4 05-09-2023  
No. **24-286**