

## Visayas State University

Visca, Baybay City, Leyte 6521-A
Philippines

Tel: +63 53 563 7067 website: <u>www.vsu.edu.ph</u>

Office of the President

11 January 2016

MEMORANDUM NO. O2
Series of 2016

T O: Dr. Remberto A. Patindol

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

In connection with my travel to Manila, you are hereby designated Officer-In-Charge of the Visayas State University on January 11 - 15, 2016 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.

EDGARDO E. TULIN

President

cc:

OVPAF

OVPI

OVPPRGEA

OVPRE

OUS

Deans Directors

Assounting

Accounting

Cash

IASO

IASO

FMO/Budget

ODAHRD/PRPEO

Registrar

Records

File