



# Visayas State University

Visca, Baybay, Leyte 6521-A, Philippines  
Tel: +63 53 335 2600; Fax: +63 53 335 2601  
website: [www.vsu.edu.ph](http://www.vsu.edu.ph)

---

## Office of the President

2 August 2013

**MEMORANDUM NO. 196**

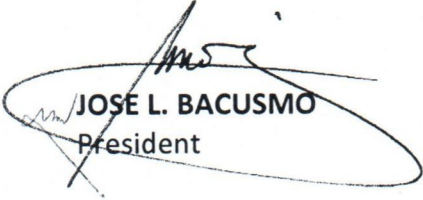
Series of 2013

**T O: Dr. Othello B. Capuno**

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

In connection with my official travel Manila, you are hereby designated Officer-in-Charge of the Visayas State University on August 5-6, 2013 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.

  
**JOSE L. BACUSMO**  
President

cc: OVPI  
OVPAF  
OVPPRG  
OVPRE  
OUS  
Deans  
Directors  
ODAHRD/PRPEO  
ODF/Budget Office  
Accounting  
Cash  
COA  
IASO  
Records  
File