



# Visayas State University

Visca, Baybay City, Leyte 6521-A

Philippines

Tel: +63 53 563 7067

website: [www.vsu.edu.ph](http://www.vsu.edu.ph)

---

## Office of the President

14 August 2015

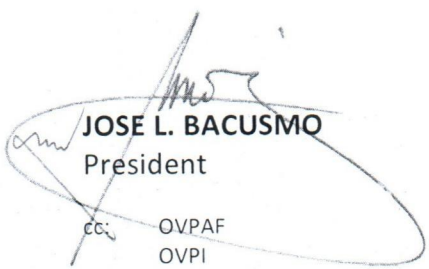
**MEMORANDUM NO.** 128  
Series of 2015

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

**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 August 17 – 18, 2015 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:

OVPAF  
OVPI  
OVPPRGEA  
OVPRE  
OUS  
Deans  
Directors  
Accounting  
Cash  
COA  
IASO  
FMO/Budget  
ODAHRD/PRPEO  
Registrar  
Records  
File