

Visayas State University

Visca, Baybay City, Leyte 6521-A **Philippines**

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Office of the President

10 December 2015

MEMORANDUM NO. 217 Series of 2015

T 0: Dr. Remberto A. Patindol

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

In connection with my travel to VSU-Villaba Campus and Manila, you are hereby designated Officer-In-Charge of the Visayas State University on December 11 - 12, 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.

President

cc:

OVPAF

OVPI

OVPPRGEA

OVPRE

OUS

Deans

Directors

Accounting

Cash

COA

IASO

FMO/Budget

ODAHRD/PRPEO

Registrar

Records

File