



# Visayas State University

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Office of the President

17 October 2013

MEMORANDUM NO. 242

Series of 2013

**T O: Prof. Alan B. Loreto**

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

In view of my travel to Manila, you are hereby designated Officer-In-Charge of the Visayas State University on October 18, 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  
Accounting  
Cash  
COA  
IASO  
ODAHRD/PRPEO  
FMO/Budget  
Records  
File