



# 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

29 February 2016

MEMORANDUM NO. 71  
Series of 2016

**T O: Dr. Beatriz S. Belonias**

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

In connection with my travel to Manila and Los Baños, you are hereby designated Officer-in-Charge of the Visayas State University on March 1 – 3, 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  
Accounting  
Cash  
COA  
IASO  
FMO/Budget  
ODAHRD/PRPEO  
Registrar  
Records  
File