

Visayas State University

Visca, Baybay City, Leyte 6521-A Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601 website: <u>www.vsu.edu.ph</u>

Office of the President

10 December 2012

MEMORANDUM NO. 302

Series of 2012

T O: Dr. Edgardo E. Tulin

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

In view of my travel to Cebu City, you are hereby designated Officer-In-Charge of the Visayas State University on December 13-14, 2012 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