

## Visayas State University

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

> Tel: +63 53 563 7067 website: www.vsu.edu.ph

Office of the President

23 March 2016

MEMORANDUM NO. 96 Series of 2016

Dr. Beatriz S. Belonias 0:

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

In connection with my travel to Manila, you are hereby designated Officer-in-Charge of the Visayas State University on March 28 – 29, 2016 or until my return.

As Officer-In-Charg you are authorized to discharge the functions of the Office of the President in addition to your official duties and responsibilities.

President

**OVPAF** 

OVPI

**OVPPRGEA** 

OVPRE

OUS

Deans

Directors

Accounting

Cash

COA

IASO

FMO/Budget

ODAHRD/PRPEO

Registrar

Records

File