



26 February 2024

MEMORANDUM NO. 257
Series of 2024

T O: Dr. Beatriz S. Belonias

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

In view of my official travel to Calbayog, Samar, you are hereby designated as Officer-in-Charge of the Visayas State University on February 28, 2024 or until my return.

As OIC, you are authorized to discharge the functions of the President in addition to your official duties and responsibilities.

DANIEL LESLIE S. TAN
OIC-President

cc: OVPA
OVPAF
OVPSAS
OVPPRGAS
OVPREI
OUS
Deans
Directors
Accounting
Cash
COA
IASO
FMO/Budget
HRMO/RSPPRO
Registrar
Records
File