



20 September 2023

**MEMORANDUM NO. 885**

Series of 2023

**T O: Dr. Aleli A. Villocino**

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

In view of my personal trip to USA, you are hereby designated as Officer-in-Charge of the Visayas State University on September 21 – 29, 2023 or until my return.

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

**OFFICE OF THE PRESIDENT**

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