

OFFICE OF THE PRESIDENT

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7 March 2022

MEMORANDUM NO. 520 Series of 2022

T 0: Dr. Daniel S. Tan

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

In connection with my official travel to Manila, you are hereby designated as Officer-in-Charge of the Visayas State University on March 8 – 9, 2022.

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:

OVPAF

OVPAA

OVPSAS

OVPPRGAS

OUS

Deans

Directors

ODHRM/OHRSSP

ODF/Budget

OHIA

Accounting

Cash

COA

Registrar

Records

File