



7 March 2022

MEMORANDUM NO. 320
Series of 2022

T O: 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
OVPA
OVPSAS
OVPPRGAS
OUS
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Directors
ODHRM/OHRSSP
ODF/Budget
OHIA
Accounting
Cash
COA
Registrar
Records
File