

Visayas State University

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Office of the President

8 June 2010

MEMORANDUM NO. <u>164</u> Series of 2010

T O: Dr. Roberto C. Guarte

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

In connection with my official travel to Cagayan de Oro, you are hereby designated Officer-In-Charge of the Visayas State University on June 10, 2010.

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

JOSE L. BACUSMO President

cc:

OVPAF

OVPAA

OVPPRG

OVPRE

OUS

Deans

Directors

Personnel

Accounting

Cash

COA

ODF

ODA

Budget

Records

File