

## OFFICE OF THE PRESIDENT

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 53 563 7067 Email: op@vsu.edu.ph Website: www.vsu.edu.ph

1 May 2023

MEMORANDUM NO. 599

Series of 2023

T O: Dr. Aleli A. Villocino

R E: Designation as Officer-In-Charge for the Quality Assurance Center

In view of the leave of Dr. Editha G. Cagasan, you are hereby designated as Officer-in-Charge of the Quality Assurance Center on May 2 – 12, 2023, or until her return.

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

EDGARDO E. TULIN

President

cc: OVPAA

**OVPAF** 

**OVPSAS** 

**OVPPRGAS** 

**OVPREI** 

QAC

Records

File