



# VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte 6521-A  
Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601

e-mail: [opvisca@mozcom.com](mailto:opvisca@mozcom.com); website: [www.lsu-visca.edu.ph](http://www.lsu-visca.edu.ph)

*Office of the President*

10 November 2007

## MEMORANDUM NO. 193

Series of 2007

**T O: Dr. Manuel K. Palomar**

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

In connection with my travel to Tacloban City, you are hereby designated Officer-In-Charge of the Visayas State University on November 12, 2007 or until my return.

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: OVPAA  
OVPAF  
OVPDEA  
OUS  
ODREx  
ODCI  
Deans  
Directors  
Personnel  
Accounting  
Cash  
COA  
ODF  
ODA  
Budget  
Records  
File