



6 January 2022

MEMORANDUM NO. 04
Series of 2022

T O: Dr. Daniel Leslie S. Tan
R E: Designation as OIC of VSU

You are hereby designated as OIC of VSU on January 7, 2022 in view of my travel to Tacloban City.

As OIC, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.


EDGARDO E. TULIN
President

cc:

OVPAF
OVPA
OVPSAS
OVPPRGAS
OUS
Deans
Directors
ODHRM/OHRSSP
ODF/Budget
IASO
Accounting
Cash
COA
Registrar
Records
File