

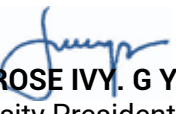


**MEMORANDUM NO. 325**

Series of 2024

TO: **DR. ALELI A. VILLOCINO**

RE: **DESIGNATION AS OFFICER-IN-CHARGE, VISAYAS STATE UNIVERSITY**

FROM: **DR. PROSE IVY. G YEPES**  
  
University President

DATE: **APRIL 19, 2024**

In view of my personal travel, you are hereby designated as Officer-in-Charge of the Visayas State University starting at 3:00PM of April 19, 2024 until April 21, 2024 or until my return.

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

cc: OVPAA  
OVPAF  
OVPSAS  
OVPPRGAS  
OVPREI  
OUS  
Accounting  
Cash  
FMO/Budget  
HRMO/RSPPRO  
Registrar  
Deans  
Directors  
Records  
File

**OFFICE OF THE PRESIDENT**

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