



# Visayas State University

Visca, Baybay City, Leyte 6521-A

Philippines

Tel: +63 53 563 7067

website: [www.vsu.edu.ph](http://www.vsu.edu.ph)

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## Office of the President

16 December 2015

### MEMORANDUM NO. 219

Series of 2015

**T O: Prof. Alan B. Loreto**

**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 December 17, 2015 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.

  
**EDGARDO E. TULIN**  
President

cc: OVPAF  
OVPI  
OVPPRGEA  
OVPRE  
OUS  
Deans  
Directors  
Accounting  
Cash  
COA  
IASO  
FMO/Budget  
ODAHRD/PRPEO  
Registrar  
Records  
File