




MEMORANDUM NO. 328

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 28, 2024**

In view of my official travel, you are hereby designated as Officer-in-charge of the Visayas State University from April 29, 2024 until my return. As OIC, you are authorized to discharge the functions of the President in addition to your official duties and responsibilities.

For your information and usual support.

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