



VISAYAS
STATE UNIVERSITY
VISCA, CITY OF BAYBAY, LEYTE

**OFFICE OF THE SECRETARY OF
THE BOARD AND THE UNIVERSITY**

Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay, Leyte

BOR REFERENDUM NO. 107, s. 2017

A RESOLUTION APPROVING THE DESIGNATION OF DR. OTHELLO B. CAPUNO, VP FOR RESEARCH AND EXTENSION AS OFFICER-IN-CHARGE OF THE VISAYAS STATE UNIVERSITY FOR THE DURATION OF THE PRESIDENT'S TRAVEL TO BUDAPEST, HUNGARY FROM 10-15 DECEMBER 2017 OR UNTIL HIS RETURN SUBJECT TO EXISTING RULES AND REGULATIONS GOVERNING POWERS THAT MAY BE EXERCISED BY AN OFFICER-IN-CHARGE

WHEREAS, the VSU President, Dr. Edgardo E. Tulin has been invited by the Commission on Higher Education (CHED) as part of the Philippine delegation headed by CHED Chairperson Patricia B. Licuanan to participate in the "1st Joint Working Group (JWG) Meeting" organized by the Ministry of Human Capacities, Hungary;

WHEREAS, the Meeting will be held in Budapest, Hungary from 10 December 2017 until 15 December 2017;

WHEREAS, there is a need to designate an Officer-In-Charge (OIC) to look after the day-to-day operations including making routine but necessary decisions so as not to unduly delay any and all operations of the University; and

WHEREAS, Dr. Othello B. Capuno, Vice-President for Research and Extension, has been designated by the University President, Dr. Edgardo E. Tulin, to be the Officer-In-Charge of the University for the duration of his travel to Budapest, Hungary from 10 December 2017 until 15 December 2017 or until his return to the VSU Main Campus, City of Baybay, Leyte.

NOW, THEREFOR, BE IT RESOLVED, AS IT IS HEREBY RESOLVED that Dr. Othello B. Capuno be designated as Officer-In-Charge of the University for the duration of the University President's travel to Budapest, Hungary this coming 10 December 2017 until 15 December 2017 or until his return *subject to* existing rules and regulations governing powers that may be exercised by an Officer-In-Charge.

IN WITNESS of our approval thereof, we hereby affix our signatures this 23rd day of October 2017 at CHED Central Office, C.P. Garcia Avenue, UP Diliman, Diliman, Quezon City.

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CHED Commissioner and Chairperson
VSU-Board of Regents



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Vice Chairman and President, VSU

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VSU, Visca, City of Baybay, Leyte

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Tacloban City



HON. ROY BERNARD C. FIEL
Ormoc City

BOR Referendum No. 107, s. 2017 - Approving the designation of Dr. Othello B. Capuno, Vice President for Research and Extension, as Officer-In-Charge of the Visayas State University for the duration of the President's travel to Budapest, Hungary for the period 10 December 2017 until 15 December 2017 or until his return *subject to* existing rules and regulations governing powers that may be exercised by an Officer-In-Charge.



3 November 2017

MEMORANDUM NO. 376
Series of 2017

T O: Dr. Othello B. Capuno

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

In connection with my official travel to Budapest, Hungary, you are hereby designated Officer-In-Charge of the Visayas State University on December 10 – 16, 2017 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

CONFORME:



OTHELLO B. CAPUNO
VP for Research and Extension

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