



# Visayas State University

Visca, Baybay City, Leyte 6521-A  
Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601

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

---

Office of the President

16 September 2010

**MEMORANDUM NO. 233**

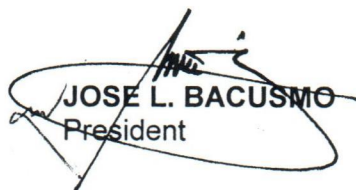
Series of 2010

**T O: Dr. Othello B. Capuno**

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

In connection with my trip to Tacloban City, you are hereby designated Officer-In-Charge of the Visayas State University on September 17, 2010 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.

  
**JOSE L. BACUSMO**  
President

cc: OVPAA  
OVPAF  
OVPPRG  
OVPRE  
OUS  
Deans  
Directors  
Personnel  
Accounting  
Cash  
COA  
ODF  
ODA  
Budget  
Records  
File