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REPUBLIC OF THE PHILIPPINES  
**BICOL UNIVERSITY**

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*Office of the President*

8 June 2023

**ADMINISTRATIVE ORDER**

No. 392 series of 2023

TO: **DR. MARISSA N. ESTRELLA**  
Vice President for Research and Development

In view of the undersigned's travel to Daet, Camarines Norte on June 9, 2023 for official business, you are hereby designated as Officer-In- Charge of the University on June 9, 2023 or until my return.

As OIC of the University, you are to act on routine matters only to ensure smooth flow of office transactions.

**BABY BOY BENJAMIN D. NEBRES III**  
SUC President IV