



# LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A  
Philippines

Office of the President

3 October 2001

## MEMORANDUM NO. 137

Series of 2001

T O: Prof. Jesusito L. Lim

R E: Designation as Officer-in-Charge, Leyte State University

In connection with my official travel to Tacloban City, you are hereby designated Officer-in-Charge of the Leyte State University on October 4, 2001 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.

  
**PACIENCIA P. MILAN**  
President

cc: Personnel  
Accounting  
Cash  
COA  
Budget/FMO  
Records  
File