

OP file



# LEYTE STATE UNIVERSITY

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*Office of the President*

16 August 2005

**MEMORANDUM NO. 159**

Series of 2005

**T O: Dr. Manuel K. Palomar**

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

In connection with my travel to Samar, you are hereby designated Officer-In-Charge of the Leyte State University on 17 August 2005 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: OVPAF  
OVPAA  
OVPRE  
OUS  
Deans  
Directors  
Personnel  
Accounting  
Cash  
COA  
ODF  
ODA  
Budget  
Records  
File