



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

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

e-mail: opvisca@mozcom.com; website: www.lsu-visca.edu.ph

Office of the President

26 November 2004

MEMORANDUM NO. 283

Series of 2004

T O: **Prof. Jesusito L. Lim**

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

In connection with my travel to Manila to attend the International Rice Forum and Festival, you are hereby designated Officer-in-Charge of the Leyte State University on November 30, 2004.

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
OUS
ODF
Budget
Records
File