



# LEYTE STATE UNIVERSITY

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*Office of the President*

2 October 2006

**MEMORANDUM NO. 191**

Series of 2006

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

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

In connection with my travel to Manila and Batangas, you are hereby designated Officer-In-Charge of the Leyte State University in the afternoon of October 2 – 7, 2006 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  
OVPDEA  
OUS  
ODREx  
ODCI  
Deans  
Directors  
Personnel  
Accounting  
Cash  
COA  
ODF  
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Records  
File