



# LEYTE STATE UNIVERSITY

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*Office of the President*

22 July 2004

## **MEMORANDUM NO. 189**

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 Tacloban City, you are hereby designated Officer-in-Charge of the Leyte State University on July 23, 2004 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.

  
**JOSE M. ALKUINO, JR.**

Vice President for Administration & Finance  
and Officer-in-Charge

cc: Personnel  
Accounting  
Cash  
COA  
OUS  
ODF  
Budget  
Records  
File