



LEYTE STATE UNIVERSITY

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Office of the President

2 December 2006

MEMORANDUM NO. 221
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 Tacloban City and Manila, you are hereby de
Officer-in-Charge of the Leyte State University on December 4 – 7, 2006 or until my

As Officer-in-Charge, you are authorized to discharge the functions of the Offic
President in addition to your official duties and responsibilities.


PACIENCIA P. MILAN
President

cc: OVPAF
OVPA
OVPDEA
OUS
ODREx
ODCI
Deans
Directors
Personnel
Accounting
Cash
COA
ODF
ODA
Budget
Records
File