



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

27 July 2004

MEMORANDUM NO. 196


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 28, 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.


MANUEL K. PALOMAR
Vice President for Academic Affairs
& Officer-in-Charge

cc: Personnel - 8/2/04
Accounting
Cash
COA
OUS - si 8/2/04
ODF - nt 8/2/04
Budget - w 8/2/04
Records
File