



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Office of the President

30 January 2002

MEMORANDUM NO. 20
Series of 2002

T O: **Engr. Manolo B. Loreto**

R E: **Designation as Head, National Service Program**

By virtue of the authority vested in me by the Leyte State University Board of Regents, you are hereby designated Head, National Service Program effective February 1, 2002 until December 31, 2002 or unless sooner terminated or revoked by higher authorities.

As Head, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.


PACIENCIA P. MILAN
President

cc: OVPAA
OVPAF
OVPRE
OBS
OAA
ODCIMD
DAEAM
HRMDO
Accounting
FMO/BUDGET
Cash
COA
Records
File
DMST/ROTC