



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Office of the President

10 December 2002

MEMORANDUM NO. 280
Series of 2002

T O: Dr. Oscar B. Posas

R E: Designation as Officer-in-Charge of Leyte State University

In connection with my official travel to Japan, you are hereby designated Officer-in-Charge of the Leyte State University from December 12 to 17, 2002 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: Personnel - 12/11/mf
Accounting - 12/11/mf
Cash - 12/11/mf
COA - 12/11/mf
Budget/FMO - 12/11/mf
Records - 12/11/mf
File - 12/11/mf