

## 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

23 August 2005

**MEMORANDUM NO. 213** 

Series of 2005

T O: Dr. Lutgarda S. Palomar

R E: Designation as Head, Department of Food Science and Technology

By virtue of the authority vested in me by the LSU Board of Regents, you are hereby designated Head, Department of Food Science and Technology effective September 1, 2005 until December 31, 2007 or unless sooner revoked or terminated 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.

President A

cc:

**OVPDEA OVPAA** 

**OVPAF ODREX** 

**ODCI** 

**OUS** 

Registrar Directors

College Deans

USSO

**DFST** 

**HRMDO** 

**ODF** 

**ODA** COA

Accounting

Budget

Records

File