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Office of the President

11 February 2005

MEMORANDUM NO. 35

Series of 2005

T O: Dr. Merlita D. Veloso

**R E: Designation as Head, Department of Administration and Finance
LSU – Villaba Campus**

By virtue of the authority vested in me by the LSU Board of Regents and upon recommendation of the LSU-Villaba Campus Dean, Dr. Conchita N. Astrologo-Ito, you are hereby designated Head of the Department of Administration and Finance effective January 1, 2005 until December 31, 2005 or unless sooner terminated or revoked by higher authorities.

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

Please be guided accordingly.


PACIENCIA P. MILAN

President 

cc: Dean, LSU – Villaba Campus
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OVPRE
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ODA
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