



LEYTE STATE UNIVERSITY

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Philippines

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Office of the President

14 January 2003

MEMORANDUM NO. 11

Series of 2003

T O: Mr. William A. Cortijos

R E: New Assignment

In line with management's effort to maximize the utilization and tap the expertise of its manpower resources, you are hereby directed to report effective February 1, 2003 to the LSU Guest House. Please see Dr. Nelen P. Lambert for your new work assignment.

For compliance.


PACIENCIA P. MILAN
President 

cc: Dr. Nelen P. Lambert
Dr. Roberta D. Lauzon
OVPAF
Accounting
COA
HRMDO
Hostel
Guest House
Records
File