

## **LEYTE STATE UNIVERSITY**

Visca, Baybay, Leyte 6521-A Philippines Telefax: 053-335-2601

Office of the President

15 March 2004

MEMORANDUM NO. 72 Series of 2004

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Dr. Jose M. Alkuino, Jr.

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E:

Designation as Officer-in-Charge, Leyte State University

In connection with my travel to Manila, you are hereby designated Officer-in-Charge of the Leyte State University on March 18 - 20, 2004 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

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COA

Budget Records