



# LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A  
Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601  
e-mail: [opvisca@mozcom.com](mailto:opvisca@mozcom.com); website: [www.lsu-visca.edu.ph](http://www.lsu-visca.edu.ph)

---

## Office of the President

12 September 2005

### MEMORANDUM NO. 239

Series of 2005

T O: **Dr. Jose L. Bacusmo**

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

In connection with my travel to Vietnam & Manila, you are hereby designated Officer-in-Charge of the Leyte State University on September 25-Oct. 2, 2005.

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: OVPAA  
OVPAF  
OVPDEA  
Deans  
Directors  
OUS  
Personnel  
Accounting  
Cash  
COA  
ODF  
Budget  
Records  
File