



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

26 January 2007

MEMORANDUM NO. 18


Series of 2007

T O: Ms. Erlinda S. Esguerra

R E: Designation as Officer-in-Charge of the Accounting Division

In view of the travel of Ms. Roberta C. Lemos and the absence of her designated OIC because of asthma attack, you are hereby designated Officer-in-Charge of the Accounting Division on January 26, 2007 or until the return of Ms. Lemos or her OIC whichever is earlier.

Please be guided accordingly.


PACIENCIA P. MILAN
President 

cc: OVPAF
Accounting Division
Budget Office
ODF/ODA
HRMDO
COA
Cash
Records
File