



# LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A  
Philippines

Office of the President

31 August 2001

**MEMORANDUM NO. 119**  
Series of 2001

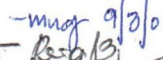
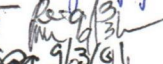
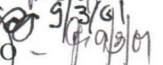


**T O: Dr. Manuel K. Palomar**

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

In connection with my travel to Tacloban City, you are hereby designated Officer-in-Charge of the Leyte State University effective on September 3, 2001 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 

cc: Personnel -  9/3/01  
Accounting -  9/3/01  
Cash -  9/3/01  
COA -  9/3/01  
Budget/FMO -  9/3/01  
Records  
File