



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

18 May 2007

MEMORANDUM NO. 79

Series of 2007

T O: Prof. Nerissa M. Suazo

**R E: Designation as Head for Administrative & Finance Services Office,
LSU-Isabel Campus**

By virtue of the authority vested in me by the LSU Board of Regents and upon recommendation of the LSU-Isabel Campus OIC-Dean, Dr. Edwin A. Balbarino, you are hereby designated Head for Administrative and Finance Services Office effective June 1, 2007 until May 30, 2008 or unless sooner terminated or revoked by higher authorities.

As Head for Administrative and Finance Services Office, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.


PACIENCIA P. MILAN

President

cc: Department Heads
College Secretary
Head, ASO
Head, AFSSO
Head, RDEO
OVPAA
OVPAF
ODCI
OUS
HRMDO
Records, LSU Main
Records, LSU Isabel
File