



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines
Telefax: 053-3352601

Office of the President

30 June 2003

MEMORANDUM NO. 134

Series of 2003

T O: Dr. Jose M. Alkuino, Jr.

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

In connection with my travel to Maasin, you are hereby designated Officer-in-Charge of the Leyte State University on June 30 – July 1, 2003 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 - 7/8/03
Accounting - 7/8/03
Cash - 7/8/03
COA - 7/8/03
ODF - 7/8/03
Budget - 7/8/03
Records - 7/8/03
File