



LEYTE STATE UNIVERSITY

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Office of the President

22 May 2005

MEMORANDUM NO: 109

Series of 2005

T O: Dr. Manuel K. Palomar

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

In connection with my travel to Manila, you are hereby designated Officer-in-Charge of the Leyte State University on May 23, 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: OVPAF *5/23*
OVPAA *5/23*
OVPRE
OUS *5/23/05*
Deans
Directors
Personnel *5/24/05*
Accounting *5/24/05*
Cash *5/24/05*
COA
ODF
ODA
Budget
Records
File

OCIMP - *5/24/05*

CEAI - *5/23/05*

COE *5/23/05*

CUM -
polymers -
CAS -
NARC - 5/24/05

OVPRE
RETO

5/29/05