



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

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Office of the President

1 March 2004

MEMORANDUM NO. 61

Series of 2004

T O: Prof. Jesusito L. Lim

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

In connection with my trip to LSU – Tolosa Campus, you are hereby designated Officer-in-Charge of the Leyte State University on March 2, 2004 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 - 3/3/04
Accounting - 3/3/04
Cash - 3/3/04
COA - 3/3/04
ODF - 3/3/04
OUS - 3/3/04
Budget - 3/3
Records
File