



# LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A  
Philippines

Office of the President

1 October 2001

## MEMORANDUM NO. 177

Series of 2001

**T O: PROF. ALAN B. LORETO** *[Signature]*  
**R E: Appointment as Website/Webpage Administrator**

By virtue of the powers vested in me by the Leyte State University (LSU) Board of Regents as President of the LSU and in pursuance of the LSU-DA/BAR Memorandum of Agreement on the Establishment and Operation of the Agriculture and Fisheries Research and Development Information Systems (AFRDIS) National Information Network (R&D NIN), you are hereby appointed WEBSITE/WEBPAGE ADMINISTRATOR.

As Website/Webpage Administrator, you are expected to undertake the following responsibilities:

1. Spearhead the establishment of a unified Website for the Leyte State University system;
2. Plan out the development of separate webpages for the major units of the LSU system;
3. Facilitate the development of an efficient system of accessing data held at the major units of the LSU system through the Intranet and the Internet;
4. Manage the conduct and coordination of training to enable the various centers, departments and offices of LSU to design/develop, maintain and manage their respective websites/webpages;
5. Help maintain the operations of the LSU Website/Webpages.

In view of this appointment, you are hereby directed to devote at least 50% of your total workload for this very important responsibility.

Please be guided accordingly.

*[Signature]*  
**PACIENCIA P. MILAN**  
President

cc: PhilRootcrops  
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