



LEYTE STATE UNIVERSITY

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Office of the President

31 March 2006

MEMORANDUM NO: 71

Series of 2006

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

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

In connection with my travel to Manila and Muñoz, Nueva Ecija, you are hereby designated Officer-in-Charge of the Leyte State University on April 2 – 4, 2006 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:

OVPA

OVPAF  

OVPEA

OUS

Deans

Directors

Personnel

Accounting

Cash

COA

ODF

ODA

Budget

Records

File