



# LEYTE STATE UNIVERSITY

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*Office of the President*

25 October 2005

**MEMORANDUM NO. 271**

Series of 2005

**T O: Prof. Jesusito L. Lim**

**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 October 27 (afternoon) – 28, 2005 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: OVPAA  
OVPAF  
OVPDEA  
Deans  
Directors  
OUS  
Personnel  
Accounting  
Cash  
COA  
ODF  
Budget  
Records  
File