



# LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601

e-mail: [opvisca@mozcom.com](mailto:opvisca@mozcom.com); website: [www.lsu-visca.edu.ph](http://www.lsu-visca.edu.ph)

*Office of the President*

18 July 2006

## MEMORANDUM NO. 120

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 Thailand, you are hereby designated Officer-in-Charge of the Leyte State University effective this afternoon, July 18 – 25, 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: OVPAA  
OVPAF  
OVPDEA  
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Deans  
Directors  
Personnel  
Accounting  
Cash  
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