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LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

Telefax: 053-335-2601

Office of the President

23 June 2003

MEMORANDUM NO. 133

Series of 2003

T O: Dr. Manuel K. Palomar

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 June 24 - 27, 2003 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.

A handwritten signature in purple ink, appearing to read "P. Milan".

PACIENCIA P. MILAN
President

cc:

Personnel - 6/23 - by: Aut
Accounting - 6/23/03
Cash - 6/23/03
COA - 6/23/03
ODF - 6/23/03
Budget - 6/23/03
Records
File