



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

Telefax: 053-335-2601

Office of the President

23 May 2003

MEMORANDUM NO. 106

Series of 2003

T O: Dr. Manuel K. Palomar *28/5/26*
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 May 26- 29, 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.

Paciencia P. Milan
PACIENCIA P. MILAN
President *pl*

cc: Personnel *28/5/26*
Accounting *28/5/27/03*
Cash *28/5/27/03*
COA *28/5/27/03*
ODF *28/5/27/03*
Budget *28/5/27/03*
Records
File

cus *28/5/27*