



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

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

e-mail: opvisca@mozcom.com; website: www.lsu-visca.edu.ph

Office of the President

25 November 2005

MEMORANDUM NO: 284

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 December 1, 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 *pf*

cc:

OVPAF

OVPA

OVPEA - *12/1/05*

OUS - *12/1/05*

Deans

Directors

Personnel - *12/1/05*

Accounting

Cash - *12/1/05*

COA - *12/1/05*

ODF - *12/1/05*

ODA

Budget - *MI*

Records

File

AS - 12/1
SECRET - 12/1