



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

15 May 2006

MEMORANDUM NO. 125

Series of 2006

T O: Prof. Nerissa M. Suazo

**R E: Designation as Head for Administrative & Finance Office,
LSU-Isabel Campus**

By virtue of the authority vested in me by the LSU Board of Regents and upon recommendation of the LSU-Isabel Campus Dean, Dr. Salvador C. Dagoy, you are hereby designated Head for Administrative and Finance Office effective July 16, 2006 until July 15, 2007 or unless sooner terminated or revoked by higher authorities.

As Head for Administrative and Finance Office, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.


PACIENCIA P. MILAN

President

cc: Department Heads
College Secretary
Head, ASO
Head, AFSO
Head, RDEO
OVPAA
OVPAF
ODCIMD
OUS
HRMDO
Records, LSU Main
Records, LSU Isabel
File