



# LEYTE STATE UNIVERSITY

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*Office of the President*

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## MEMORANDUM NO. 176

Series of 2006

**T O: SO Venerando Jose**

**R E: Additional Work Assignment**

In view of the shortage of manpower, you are hereby directed to be included in the distribution of the daily tour of duty aside from attending to follow-up of papers on various civil, criminal and administrative cases and routinary inspection of guards on duty.

Please be guided accordingly.

  
**PACIENCIA P. MILAN**

President

cc: Col. Ricardo Colina  
Dr. Jose M. Alkuino, Jr.  
ODA  
HRMDO  
Records  
File