



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

Telefax: 053-3352601

Office of the President

11 March 2004

MEMORANDUM NO. 68

Series of 2004

T O: Dr. Misael T. Diputado, Jr. — [Signature]
R E: Designation as Dean of Graduate School

By virtue of the authority vested in me by the Leyte State University Board of Regents and as recommended by the Search Committee, you are hereby designated OIC Dean of Graduate School effective April 16, 2004 until April 15, 2005 or unless sooner terminated or revoked by higher authorities.

As OIC Director, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Your designation as Director of ODAE shall be in effect until such time that a new Director shall have been designated.

It is hoped that appropriate turning over of responsibilities and accountabilities shall be made.

Please be guided accordingly.

PACIENCIA P. MILAN
President *[Signature]*

cc: OVPAA — *3/15*
OVPAF — *3/15*
OVPRE — *3/15/04*
OGS — *[Signature]*
OUS — *[Signature]*
ODA — *3/15/04*
ODF — *3-17-04*
College of Agriculture — *3-17-04*
HRMDO — *3/15*
DOH — *3/15*
Accounting — *3/15*
Budget — *3/15*
Cash — *3/15/04*
COA — *3/15/04*
Records
File