



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Office of the President

5 July 2002

MEMORANDUM NO. 168
Series of 2002

T O: Prof. Jesusito L. Lim

R E: Designation as Officer-in-Charge, Leyte State University

In connection with my official travel to Tacloban City, you are hereby designated Officer-in-Charge of the Leyte State University on July 8, 2002 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.

A handwritten signature in purple ink, appearing to read "M. Palomar", is written over a horizontal line.

MANUEL K. PALOMAR

Vice President for Academic Affairs
and Officer-in-Charge

cc:

Personnel

Accounting

Cash

COA

Budget/FMO

Records

File

Handwritten notes and signatures:
- 7/8/02
- 7/8/02
- 7/8/02
- 7/9/02