

OP file



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Office of the President

7 October 2005

## MEMORANDUM NO. 258

Series of 2005

T O: Dr. Manuel K. Palomar

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

In connection with my travel to Tacloban and MSU-Naawan, Iligan, you are hereby designated Officer-in-Charge of the Leyte State University on October 11-13, 2005.

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.

*[Handwritten signature]*

PACIENCIA P. MILAN

President *jp*

- cc: OVPAA - *10/10/05*  
OVPAF - *10/10/05*  
OVPDEA - *10/10/05*  
Deans  
Directors  
OUS - *mi 10/10/05*  
Personnel - *10/10/05*  
Accounting - *10/10/05*  
Cash - *10/10/05*  
COA - *10/10/05*  
ODF - *10/10/05*  
Budget - *10/10/05*  
Records  
File

*78205 feary 10/12/05*

*OGS - mia 10/11/05 GSO - 10/12*

*CDREV - [Signature]*  
*HKK - [Signature]*

*ITE - [Signature] 10-11-05*  
*GRS - [Signature]*

*FARMI - [Signature]*  
*CA - [Signature]*

*OS - [Signature]*

*PCRE - [Signature]*  
*NARE - [Signature]*

*COE - [Signature]*  
*POC - [Signature]*

*CDCT - [Signature]*

*CEAT - [Signature]*

*CFNR - RECEIVED 10/12/05 DR E. BUNATAU*

*CVm - [Signature]*

*CARS - [Signature]*

*10/11/05*

*OS - [Signature]*

*PHILIPINOS - 10/11/05*