



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Office of the President

13 November 2001

MEMORANDUM NO: 156
Series of 2001

T O: **Prof. Daniel M. Tudtud, Jr.**
R E: **Designation as Officer-in-Charge, Leyte State University**

In connection with my travel to Tacloban, you are hereby designated Officer-in-Charge of the Leyte State University on November 15 - 16, 2001 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.


PACIENCIA P. MILAN
President

cc: Personnel - 11/14/2001
Accounting - 11/14/2001
Cash - 11/14/2001
COA - 11/14/2001
Budget/FMO - 11/14/2001
Records
File