



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

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Office of the President

30 March 2004

MEMORANDUM NO. 85

Series of 2004

T O: Mr. Teodulo S. Bacalso - *4/1/04*

R E: Designation as Additional LSU Liaison Officer to Government Service Insurance System (GSIS)

By virtue of the authority vested in me by the Leyte State University Board of Regents, you are hereby designated additional LSU Liaison Officer to GSIS.

As Liaison Officer, you shall act as the University's contact person for GSIS and are expected to be updated with information relative to their procedures, requirements for loans and claims and programs.

This appointment shall take effect immediately unless sooner terminated or revoked by competent authorities.

Please be guided accordingly.

u
PACIENCIA P. MILAN
President *pp*

cc: Dr. J. M. Alkuno, Jr. *4/1/04*
Dr. J. S. Labra *4/1/04*
HRMDO - *4/1/04*
Cash Div. - *4/1/04*
Acctg. Div. - *4/1/04*
ODA - *4/1/04*
Records - *4/1/04*
File