



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

Telefax: 053-3352601

Office of the President

27 March 2003

MEMORANDUM NO. 64

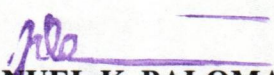
Series of 2003

T O: Dr. Jose M. Alkuino, Jr.

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 March 28, 2003.

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.


MANUEL K. PALOMAR

OIC & Vice-President for Academic Affairs

cc: Personnel

Accounting

Cash

COA

Budget/FMO

Records

File