



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Office of the President

24 October 2002

MEMORANDUM NO 227
Series of 2002

T O: Dr. Manuel K. Palomar

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

In connection with my official travel to Manila and Cebu City, you are hereby designated Officer-in-Charge of the Leyte State University on October 21 pm to 24 , 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 "P. Milan".

PACIENCIA P. MILAN
President

cc:

Personnel - *10/22*
Accounting *10/22*
Cash *10/22*
COA *10/22*
Budget/FMO *10/22*
Records
File