

## LEYTE STATE UNIVERSITY

## Visca, Baybay, Leyte 6521-A Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601 e-mail: opvisca@mozcom.com; website: www.lsu-visca.edu.ph

Office of the President

22 May 2006

MEMORANDUM NO. 90

Series of 2006

T O: Prof. Jesusito L. Lim

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

In connection with my trip to Tacloban City, you are hereby designated Officer-in-Charge of the Leyte State University on May 23, 2006 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.

MANUEL K. PALOMAR Vice President for Development & External Affairs

Vice President for Development & External Affairs and Officer-in-Charge

cc:

**OVPAA** 

**OVPAF** 

**OVPDEA** 

OUS

Deans

Directors

Personnel

Accounting

Cash

COA

ODF

ODA

Budget

Records File