



LEYTE STATE UNIVERSITY

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Office of the President

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MEMORANDUM NO. 225

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**T O: Prof. Efren Saz
Ms. Lourdes Cano
Ms. Teresita Quiñanola**

R E: Personnel Audit

Based on the plan to conduct personnel review in all units, you are requested to give priority to the Office of the Vice President for Research and Extension soonest.

For your guidance and compliance.


PACIENCIA P. MILAN
President