



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

Telefax: 053-3352601

Office of the President

2 October 2002

MEMORANDUM NO. 215


Series of 2002

T O: Prof. Jesusito L. Lim

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

In connection with my official travel to Cebu City, you are hereby designated Officer-in-Charge of the Leyte State University effective this afternoon, October 2 - 4, 2002 or until my return or the return of Pres. Paciencia P. Milan.

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
Officer-in-Charge and Vice President
for Academic Affairs

cc: Personnel
Accounting
Cash
COA
Budget/FMO
Records
File