



LEYTE STATE UNIVERSITY

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Office of the President

20 April 2004

MEMORANDUM NO. 105

Series of 2004

T O: Dr. Manuel K. Palomar

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 in the afternoon of April 20, 2004 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.

Paciencia P. Milan
PACIENCIA P. MILAN

President *gm*

cc:

Personnel - 4/21/04

Accounting - 4/21/04

Cash - 4/21/04

COA - 4/21/04

ODF - 4/21/04

Budget - 4/21/04

Records - 4/21/04

OUS - 4/21/04

File