



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Office of the President

13 November 2001

MEMORANDUM NO: 158
Series of 2001

T O: **Prof. Jesusito L. Lim**

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

In connection with my travel to Germany, you are hereby designated Officer-in-Charge of the Leyte State University on November 26 - 28, 2001.

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
President

cc: Personnel
Accounting
Cash
COA
Budget/FMO
Records
File