



# LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A  
Philippines

Office of the President

13 November 2001

## MEMORANDUM NO. 159

Series of 2001

T O: Prof. Daniel M. Tudtud, Jr. *11/27/01*

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 29 – 30, 2001 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

cc: Personnel *11/27/01*  
Accounting *11/27/01*  
Cash *11/27/01*  
COA *11/27/01*  
Budget/FMO *11/27/01*  
Records  
File