



LEYTE STATE UNIVERSITY

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Office of the President

16 August 2005

MEMORANDUM NO. 160

Series of 2005

T O: Dr. Manuel K. Palomar

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

In connection with my travel to Manila, you are hereby designated Officer-In-Charge of the Leyte State University effective in the afternoon of August 18 – 19, 2005 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
President *jp*

cc:

OVPAP

OVPAA

OVPRE *JP 8/15/05*

OUS

Deans

Directors

Personnel

Accounting

Cash

COA

ODF

ODA

Budget

Records

File

cm - fe 8/19