



# LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A  
Philippines

*Office of the President*

14 May 2002

## MEMORANDUM NO. 121

Series of 2002

**T O: Mr. Dominador A. Lauzon, Jr.**

**R E: Assumption of Full-Time Service at the Property Office**

In view of the separation of procurement and inventory/storage functions, your full time services at your mother unit is badly needed.

Effective June 1, 2002 therefore, your appointment as Manager of the Hostel is hereby rescinded to allow you to devote 100% of your official time at the Property Office.

Please be guided accordingly.

  
**PACIENCIA P. MILAN**

President 

cc: IGP Office  
Hostel  
Property Office  
HRMDO  
Accounting Office  
COA  
Records  
File