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Office of the Board Secretary

LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521 A

Philippines

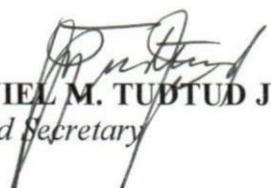
EXCERPTS OF APPROVED MINUTES OF THE
13th LSU Board of Regents Meeting
24 September 2003 * CHED Central Office, Pasig City

Recommendation for Shifting of
Administrative Position

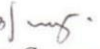
BOR Resolution No. 69, s. 2003

Approving the request to shift the administrative position of Ms. Lilia P. Aletin of LSU Alangalang Campus, from Disbursing Officer I (SG-6) to Clerk III (SG-6), subject to the existing rules and regulations.

Certified True and Correct


DANIEL M. TUFTUD JR.
Board Secretary

Board Action: **APPROVED**
Date: 24 September 2003
Attachment: K

Cc: HRMO - 10/2/03 
LSU-Alangalang Campus



LEYTE STATE UNIVERSITY

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Philippines

Office of the Board Secretary

24 September 2003


**The Honorable Chairman and
Members of the LSU Board of Regents**

Ladies/Gentlemen:

I am hereby endorsing the "**Recommendation to Shift the Administrative Position of Mrs. Lilia P. Aletin**" of LSU Alangalang Campus from Disbursing Officer I (SG-6) to Clerk III (SG-6)" which was passed through the University Non-Academic Personnel Board (UNAPB). The recommendation has come about for the reason that the LSU-Alangalang campus wanted to hire a Disbursing Officer who can actually perform the inherent function of the said position.

I am, therefore, recommending the same **FOR APPROVAL** by the Board of Regents.

Very truly yours,


PACIENCIA P. MILAN
President

BOARD ACTION : _____

DATE : 24 September 2003

LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte

(LSU -Alang-alang)
ADMINISTRATIVE STAFF
RECOMMENDED FOR SHIFTING OF POSITION

FOR BOARD OF REGENTS CONFIRMATION

	<u>Name of Employee</u>	<u>Present Position</u>	<u>SG</u>	<u>New Position</u>	<u>SG</u>
1.	Lilia P. Aletin	Disbursing Officer 1	6	Clerk III	6

Submitted by:

Teresita L. Quiñanola

TERESITA L. QUIÑANOLA
HRMO IV

Noted:

Paciencia P. Milan
PACIENCIA P. MILAN
President

Excerpt from the Approved Minutes of the Non-Academic Personnel Board dated June 30, 2003 at 9:45 a.m.

1. Recommendation of LSU-Alang-alang Personnel Board to shift the position of Mrs. Lilia P. Aletin from Disbursing Officer 1 SG-6 to Clerk III SG-6. There is no increase in salary. A ranking of applicants is submitted to support the recommendation.

NAPB Action:

Recommending for approval to enable the Alang-alang campus to hire a Disbursing Officer who can actually perform the inherent function of the said position.

Teresita L. Quiñanola

TERESITA L. QUIÑANOLA
NAPB Secretary