



LEYTE STATE UNIVERSITY

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Office of the President

4 June 2007

MEMORANDUM NO. 75
Series of 2007

T O: Dr. Jose M. Alkuino, Jr.

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

In connection with my travel to Manila and Cagayan de Oro, you are hereby designated Officer-In-Charge of the Leyte State University in the afternoon of June 4 to June 8, 2007 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

cc: OVPAA
OVPAF
OVPDEA
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ODCI
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Directors
Personnel
Accounting
Cash
COA
ODF
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Budget
Records
File