



LEYTE STATE UNIVERSITY

6521-A Visca, Baybay, Leyte, Philippines

Office of the University President

23 June 2004

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


Ladies/Gentlemen:

I am hereby endorsing the "**Appointment of the following LSU Personnel to Designated Positions**" effective upon on the dates specified or unless sooner terminated or revoked by higher authorities.

<u>Name</u>	<u>Position</u>	<u>Effectivity</u>
1. Dr. Lourdes B. Cano	OIC-Dean LSU, Tolosa Campus	3/29/04
2. Dr. Milagros C. Bales	Principal, VFES	4/19/04-4/30/05

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

Very truly yours,


PACIENCIA P. MILAN
University President

BOARD ACTION : _____
DATE : 23 June 2004



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

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Office of the President

29 March 2004

MEMORANDUM NO. 83

Series of 2004


T O: Dr. Lourdes B. Cano

R E: Designation as OIC-Dean, LSU – Tolosa Campus

Due to the leave of Dr. Corazon B. Batoy, OIC Dean of LSU Tolosa Campus, you are hereby designated OIC Dean of LSU Tolosa Campus effective immediately until such time that a new Dean shall have been designated.

As OIC Dean, you are entitled to whatever remuneration due to the office subject to existing policies and guidelines.

Please be guided accordingly.


PACIENCIA P. MILAN
President

cc: OVPAA
OVPAF
OVPRE
ODA
ODCIMD
OUS
HRMDO
Accounting
Cash
COA
ODF
Ms. E. Sabulao
Dr. C. Batoy
Records
File



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Office of the President

19 April 2004

MEMORANDUM NO. 104

Series of 2004


T O: Prof. Milagros C. Bales

R E: Designation as Principal, VFES

By virtue of the authority vested in me by the LSU Board of Regents, and as recommended by the OIC-Designate, VEFI Board of Directors, you are hereby designated Principal of the ViSCA Foundation Elementary School (VFES) effective immediately until April 30, 2005 or unless sooner revoked by higher authorities.

As Principal, you are entitled to whatever privileges attached to the position subject to pertinent rules and regulations.

Please be guided accordingly.


PACIENCIA P. MILAN
President

cc: VFES Board c/o Chairperson
Dr. E. E. Tulin
OVPAA
OVPAF
OVPRE
ODCIMD
OUS
HRMDO
ODF/Budget
Acctg.
Records
File