



LEYTE STATE UNIVERSITY

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Office of the President

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MEMORANDUM NO. 11

Series of 2004

T O: Dr. Jose M. Alkuino, Jr. *ad 1/14/04*
Dr. Oscar B. Posas *1.20-04*
Prof. Jesusito L. Lim
Dr. Isabel P. Bertulfo *1/14/04*
Dr. Buenaventura B. Dargantes *5/1/21/04*
Engr. Nestor M. Israel *1/20-04*
Mrs. Milagrosa L. Gamotin *1/20*

R E: LSU Employees' Housing Commission

Please be informed that the LSU Housing Committee is being replaced by the LSU Employees' Housing Commission. As such, with Dr. Jose M. Alkuino, Jr. as Chairman and the rest as members, you are designated to constitute said Commission effective immediately unless sooner revoked or terminated by appropriate authorities.

As Chairman and Member of the Commission, your duties and responsibilities are:

1. Take over the functions of the Housing Committee;
2. Manage funds collected from rental and donations for housing;
3. Come up with recommendations on the effective and efficient management and maintenance of all LSU housing units including external campuses.

For your information and guidance.

Paciencia P. Milan
PACIENCIA P. MILAN

President *JP*

cc: LSU Housing Committee *8/1/20*