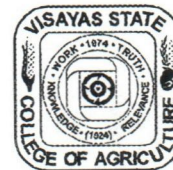


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# VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines  
Office of the President



20 September 2000

## MEMORANDUM NO. 174

Series of 2000

T O: Ms. Lourdes Cano - *[Signature]* 9/21  
Ms. Jeanette Israel - *[Signature]* 9/21  
Ms. Milagrosa Gamotin - *[Signature]* 9/21  
Mr. Simeon Sedrome - *[Signature]* 9/21  
Ms. Asteria Sevilla - *[Signature]* 9/21

R E: **Fact-Finding Investigation Relative to the Loss of One (1) Crosscut  
Handsaw of the Department of Forestry**

With Ms. Lourdes Cano as Chairman and Ms. Asteria Sevilla as Secretary, please constitute yourselves into an *ad hoc* committee to investigate whether there was negligence which resulted to the loss of one (1) crosscut handsaw of the Department of Forestry.

Please submit your report and recommendation not later than October 15, 2000.

Please be guided accordingly.

*[Signature]*

✓ **PACIENCIA P. MILAN**  
President *o/c 9/26*