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Office of the President

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MEMORANDUM NO. 293

Series of 2005

**T O: Dr. Juan S. Labra
Mr. Venerando B. Jose
All LSU Security Guards**

**R E: Attendance to the Annual Conference Workshop with the
University President**

In order to assess what the LSU Security Force has accomplished this year, what it wants to attain next year, and to learn new strategies to improve effectiveness in implementing LSU rules and regulations, you are hereby directed to attend the annual conference workshop with the University President on December 29, 2005 at the Pavilion. Dr. Labra is requested to design a scheme wherein those on duty in the morning can be relieved in the afternoon to allow the guards concerned to attend even a half-day session.

Please be guided accordingly.

PACIENCIA P. MILAN
President