

VISAYAS STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601

e-mail: opvisca@mozcom.com; website: www.lsu-visca.edu.ph

Office of the President

7 September 2007

MEMORANDUM NO. 159
Series of 2007

T O:

O: All Deans, Directors, Department/Unit Heads

R E:

Fire Safety Inspection

Please be informed that the City Fire Marshal representatives from Baybay will be on Campus any day of the month to conduct Fire Safety Inspection. In this connection, you are requested to assign somebody in your office to guide them.

For your guidance and compliance.

PACIENCIA P.MILAN

President