



# LEYTE STATE UNIVERSITY

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*Office of the President*

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## MEMORANDUM NO. 39

Series of 2003



**T O:** Prof. Daniel M. Tuddud, Jr. - Chairperson  
Prof. Jesusito L. Lim - Member  
Ms. Norma V. Cala - Member  
Dr. Myrna M. Avila - Member  
Ms. Asteria A. Sevilla - Secretary

**R E:** Reconstitution of the Preliminary Screening Committee  
for Administrative Staff

By virtue of the powers vested in me by the LSU Board of Regents, you are hereby directed to constitute the Preliminary Screening Committee for Administrative Staff with Prof. Daniel M. Tuddud, Jr. as Chairperson.

This Committee is tasked with the responsibility to review all applicants of newly opened administrative positions. Furthermore, the Committee is directed to formulate evaluation schemes for said positions including the endorsement for final recommendation to the Non-Academic Personnel Board for its appropriate action.

Please be guided accordingly.

  
**PACIENCIA P. MILAN**  
President 

cc: Dr. B. A. Vega  
Records  
File