



LEYTE STATE UNIVERSITY

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Office of the President

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MEMORANDUM CIRCULAR NO. 58
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T O: All LSU Faculty and Staff

R E: Baybay Town Fiesta 2003 Socio-Civic Activities

The Municipal Government of Baybay has been very supportive of the University's programs and activities throughout the years. One way by which we can show our appreciation for all the support extended to LSU is by helping to financially support the socio-civic activities during the annual Baybay town fiesta celebration.

As practiced, all faculty and staff are therefore, strongly enjoined to contribute generously in this undertaking. It is suggested for employees receiving a monthly salary of P10,000.00 or more to make a voluntary contribution of P100.00 while those receiving less than P10,000.00, a voluntary contribution of P50.00.

A **Voluntary Contribution Authorization Letter** will be passed around by your respective unit heads before the 24th of November 2003 to facilitate the collection of your contributions.

The cooperation of everybody is strongly enjoined. In the spirit of peace and unity, let us join the town of Baybay in this undertaking.


PACIENCIA P. MILAN
President