



# LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

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

e-mail: [opvisca@mozcom.com](mailto:opvisca@mozcom.com); website: [www.lsu-visca.edu.ph](http://www.lsu-visca.edu.ph)

---

*Office of the President*

20 November 2004

**MEMORANDUM NO. 270**

Series of 2004

**T O: Dr. Pablo Pedrera**  
Dean, College of Agriculture & Environmental Technology  
LSU – Alangalang Campus

**R E: Skills Training Program**  
**25 November 2004**

Please recommend at least two Faculty members and two Research Assistants per department in the **College of Agriculture and Environmental Technology** to attend a Skills Training using modern technology to create job opportunities, promote health and safety and improve productivity and efficiency offered by Deutsche Motorgerate, Inc. at the CCE on 25 November 2004 starting at 9:00 a.m. until noontime. After the training, the participants shall be given a certificate as trainors.

Likewise, recommend another 2 laborers/administrative aide/utility personnel to attend the afternoon session at 2 o'clock at the same venue.

  
**PACIENCIA P. MILAN**  
President