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Office of the President

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MEMORANDUM CIRCULAR NO. 22 Series of 2005

T O: All LSU Faculty and Staff
R E: Energy Cost-Cutting Measures

In order to achieve the objectives of the energy conservation program under Administrative Order 103, the following cost cutting measures on electricity as suggested by the Department of Energy should be observed:

1. Air-Conditioning units shall be turned on one hour after the official work hours start in the morning, turned off at 11:00 – 1:00P.M. and one hour before closing of offices.
2. Computers shall strictly be for official use only and turned off when not in use.
3. Busted 40- and 20- watts fluorescent tubes in all offices shall be phased out and replaced with 18- and 8-watts SL type bulbs, when possible.
4. Lights and electrical appliances when not in use shall be turned off.

For your guidance and compliance.


PACIENCIA P. MILAN
President