

LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A Philippines

Office of the President

11 September 2001

MEMORANDUM NO. 128

Series of 2001

T O: Prof. Marilyn Oracion

Prof. Remedios Russel

Prof. Rosario Salas

Prof. Librada Dean-

Prof. Erna Sedigo - Mataray w/18

Dr. Tomas Fernandez

Dr. Florencio Saladaga

Ms. Remy Capacio

Mr. Venerando Jose

R E: Student Lodgers in Staff Units

Please be informed that sometime in July 2001 the Office of Student Affairs distributed survey forms regarding student lodgers who are staying in staff houses.

Based on records from the Office of Student Affairs, you have not returned the said forms. In view of this, you are hereby directed to submit to OSA the accomplished forms on or before Monday (September 17, 2001) for monitoring purposes as part of the OSA function.

For strict compliance.

PACIENCIA P. MILAN

President K