

O. P. File

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

OFFICE OF THE PRESIDENT

January 2, 1996

MEMORANDUM NO. 2
Series of 1996

- T O: All Income Generating Project Managers, Members, BOM, Income
Generating Projects, and Members, Facilitative Committee
- R E: Seminar-Workshop "Agribusiness Project Operation and Management"

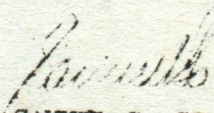
You are hereby informed that a 3-day Seminar-Workshop on
"Agribusiness Project Operation and Management" sponsored by VISCA-CLSU
Agribusiness Projects will be held on January 15-17, 1996 at VISCA ATI-NTC.

Other than the persons mentioned above, Agribusiness Major Students
of the Department of Agricultural Economics and Agribusiness are enjoined
to attend free of charge the said seminar-workshop.

In this connection, all the above-mentioned VISCA staff members
are required to attend the seminar-workshop on official time to update
their knowledge in the operation and management of income generating
projects of the College.

A registration fee of P250.00 is charged against the project
managers operating and managing college income generating projects,
which is chargeable against their project income to help partly defray
expenses that may be incurred for supplies and materials for documentation,
snacks, three noon meals and socials.

For information, proper guidance and compliance.


SAMUEL S. GO
President

cc: Vice President for Adm.
Vice President for Academic Affairs
Director of Instruction
Head, Dept. of Ag. Econ. & Agribusiness
Accounting Division
FMO
Records
COA