



# LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

Telefax: 053-3352601

## *Office of the President*

28 May 2003

### **MEMORANDUM NO. 112**

Series of 2003

**T O: Ms. Jeanette B. Israel**  
**Ms. Teresita L. Quiñanola**

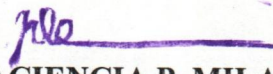
**R E: General Registration**

Please allow the following staff from your office to assist in the General Registration for the 1<sup>st</sup> semester SY 2003-2004 on June 2-6 and 9-13, 2003:

1. Ms. Mirian Tan - Supply Office
2. Ms. Aida Godoy - HRMDO

They are requested to report to the Gym on Friday, May 30, 2003, 9:00 a.m. for briefing and training on the use of the OPHRA system.

Attached is OP Memorandum No. 111, Series of 2003 for information and guidance.

  
**PACIENCIA P. MILAN**  
President *06 5/24/03*

cc: Ms. Linda Mariscal  
Mr. Ernesto Bulayog  
Mr. Alexis Bertulfo  
Ms. Epifania Tudtud  
Dr. Corazon Batoy  
Records  
File