

OP file



LEYTE STATE UNIVERSITY

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Office of the President

12 January 2004

MEMORANDUM NO. 08

Series of 2004

T O: Dr. Bernardita P. Germano *for*

R E: Designation as In-Charge, FIMFS Consortium Administrative Base

In connection with LSU being the FIMFS Consortium Administrative Base, you are designated its In-Charge effective January 1, 2004 until December 31, 2004.

As In-Charge, you have the following duties and responsibilities:

1. Coordinate courses/subjects offered within the consortium program in both M.S. and Ph.D. in Marine Biology;
2. Collect and disburse "Consortium Institution Contribution" for consortium programs/activities;
3. Initiate linkages both national and international.

As such, for all activities and disbursement of funds, communication/papers/requests shall pass through the Graduate School for recommendation to OP for approval.

For your guidance and compliance.

Paciencia P. Milan
PACIENCIA P. MILAN

President *for*

cc: Dr. B. Belonias *for*

Dr. L. Villacarlos *for*