



# LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A  
Philippines

Office of the President

24 January 2002

MEMORANDUM NO. 14  
Series of 2002

T O: **Mr. Sales Loreto**  
**Mr. Manuel Redula**  
**All Garbage Collectors**

R E: **Schedule of Garbage Collection**

Effective immediately, you are hereby directed to collect garbage from **Monday to Saturday from 6:00 – 11:00 am and 1:00 – 3:00 pm**. Please make sure that no garbage will be left uncollected as these are not only eye sores but most importantly, are health hazard as well.

Likewise, please make schedules on garbage collection for the information of the residents and dormitory occupants.

Please be guided accordingly.

A handwritten signature in purple ink, appearing to read "Paciencia P. Milan", is written over a purple rectangular stamp.

**PACIENCIA P. MILAN**  
President