



8 August 2023

MEMORANDUM NO. 798
Series of 2023

T O: Ms. Lea A. Illustrisimo

R E: Membership to the VSU Energy Efficiency and Conservation Committee

You are hereby designated as a Secretary of the VSU Energy Efficiency and Conservation Committee effective immediately until December 31, 2023, or unless sooner revoked or terminated by higher authorities.

As Secretary you are to perform the following:

1. Facilitate and coordinate the conduct of committee activities;
2. Prepare reports and assist in the documentation and filing of the committee documents and communications; and
3. Do other tasks assigned related to VSU Energy Efficiency and Conservation.

Please be guided accordingly.

EDGARDO E. TULIN
President *oic* 8/8/23

cc: Dr. DLSTan
OVPAF
OVPPRGAS
Records
File