

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

December 7, 1993

398

OFFICE OF THE PRESIDENT

MEMORANDUM NO. 254
Series of 1993

T O : ALL VISCA STAFF

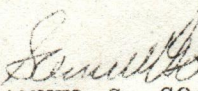
R E : 1993 BAYBAY TOWN FIESTA

One of the important activities in the Baybay town fiesta celebration is the beauty contest. As member of Group III: Educator's Group, we shall help in sponsoring one candidate. During the meeting of our group held at Baybay South Central School last November 11, 1993, it was agreed upon by the body that we can receive contribution ranging from ₱30.00 and above per employee. However the Executive Committee has decided to focus our fund raising activity on staff members receiving a basic wage of ₱98.00/day or ₱2,000.00/month or higher.

The proceeds of the contest will be used in making concrete trash boxes for our municipality.

Since it is our moral obligation to support a civic project of our town, all VISCA staff concerned are requested to give their donations on or before December 10, 1993. Department/Office heads and center directors are requested to facilitate collections by assigning their department clerks/secretaries to do the job. The Financial and Management Officer is requested to collate all departmental/center/office collections and turn over the total VISCA donations to the Chairman of Group III Mr. Dalugdugan, Supervisor, Baybay, South District on December 11, 1993.

Thank you for your heartfelt contribution.


SAMUEL S. GO
President