



LEYTE STATE UNIVERSITY

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Office of the President

25 August 2003

MEMORANDUM NO. 195

Series of 2003

**T O: Dr. Wolfreda T. Alesna
Dr. Lourdes B. Cano
Dr. Dolores L. Alcober
Prof. Efren B. Saz**

R E: Search for Outstanding Volunteers

With Dr. Wolfreda T. Alesna as Chairperson, please constitute yourselves into a committee to conduct a Search for Outstanding Volunteers in celebration of the National Volunteer Month (NVM). Attached are relevant documents about this activity for your reference. Please take note of the deadline.

Please be guided accordingly.


PACIENCIA P. MILAN

President 



Republic of the Philippines
NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY
Eastern Visayas (Region VIII)

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OFFICE OF THE PRESIDENT
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8/20/03
VISCA, BAYBAY, LEYTE

August 15, 2003

Dr. PACIENCIA P. MILAN

President
Leyte State University
Baybay, Leyte

Dear **Dr. Milan**:

In celebration of the National Volunteer Month (NVM) in December, we will conduct a Search for Outstanding Volunteers. This activity aims to highlight and recognize the exemplary performance and dedication to service of all **Filipino Volunteers** as well as promote and nurture volunteerism in the country.

The Search shall apply to all Filipinos, both as individuals and as groups, who have been serving as volunteers in the Philippines. The recognition awards will be conferred in Manila on December 12, 2003 during the occasion of the National Volunteer Month and the National Volunteer Service Coordinating Agency (PNVSCA) Anniversary.

In connection with this event, we are inviting you to join the Search if you have qualified volunteers working in your office. You can nominate one for each category (individuals and groups categories). We encourage you to identify your nominees for the search this early to give them adequate time to prepare for the following requirements (to be submitted in five copies, except for videos and photographs):

- Duly accomplished nomination forms;
- Certification of endorsement of services rendered and good performance, issued by reputable authorities, individuals, groups, organizations or institutions who are either beneficiaries or have first hand knowledge of nominees;
- Certificate of membership or membership ID for individual volunteers;
- SEC registration or written testimony/certification from beneficiaries, organizations or communities for groups;
- Certified true copy of local, national and international awards and citations received;
- Passport-size photo of nominee with his/her name written at the back of the picture for individual volunteers, photos and list of members of the Board of Directors and members for groups; and
- Printed project documentations, video clips (optional), photographs, and other forms of documentation of the volunteer's or volunteer group's activities that may be helpful for evaluation purposes.

Attached herewith are relevant documents about the activity for your reference together with the nomination forms for individuals and for groups categories.

Please note that the deadline for the submission of nomination forms is September 15, 2003. The accomplished nomination forms are to be submitted to the NEDA Regional Office, Government Center, Palo, Leyte.

We are looking forward to your usual support and active participation in this undertaking.

Thank you.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Buenaventura C. Go-Soco, Jr.', is written over the typed name.

BUENAVENTURA C. GO-SOCO, JR.
Regional Director