



LEYTE STATE UNIVERSITY

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Office of the President

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MEMORANDUM NO. 243

Series of 2003

T O: All Concerned

**R E: Working Committees for the Re-Orientation Workshop for LSU
Security Guards**

The following committees are hereby created to ensure the success of the re-orientation workshop for LSU Security Guards on November 14, 2003:

1. **Over-all Coordinator**
 - Dr. Jose M. Alkuino, Jr. - Chairperson
 - Dr. Lourdes B. Cano - Member
 - Dr. Juan S. Labra - Member
2. **Registration/Venue/Hall Preparation**
 - Ms. Teresita L. Quiñanola - Chairperson
 - Ms. Felicisima P. Israel - Member
 - Ms. Norma C. Cerna - Member
3. **Facilitation**
 - Ms. Wenifreda T. Oclitaria - Chairperson
 - Ms. Ma. Fe L. Limsiaco - Member
 - Mr. Virgilio P. Flandez - Member
4. **Secretariat and Proceedings Preparation**
 - Ms. Bernardita P. Bibera - Chairperson
 - Mr. Onofre M. Betonio, Jr. - Member
5. **Program & Certificates**
 - Ms. Bebiana V. Balbarino - Chairperson
 - Ms. Antonieta D. Israel - Member
6. **Snacks/Foods**
 - Dr. Nelen P. Lambert - Chairperson
 - Mr. Rizal R. Tanaid - Member

Dr. Jose M. Alkuino, Jr. as the Over-all Coordinator is requested to convene the committee Chairpersons and Members the soonest possible time in order to ensure that all necessary preparations are made for the said workshop.

Please be guided accordingly.


PACIENCIA P. MILAN
President