



# LEYTE STATE UNIVERSITY

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*Office of the President*

21 January 2004

## MEMORANDUM NO. 18


Series of 2004

**T O: DR. NERELITO P. PASCUAL**

**R E: PREPARATION OF THE MECHANICS OF THE 2<sup>ND</sup> PHASE  
STRATEGIC PLANNING WORKSHOP**

In connection with the University-Wide 2<sup>nd</sup> Phase Strategic Planning Workshop scheduled on January 24, 2004 (Saturday), you are hereby assigned to prepare the mechanics of the workshop. You are also to prepare a format for the consolidated plans by colleges and major units.

For your guidance.

  
**PACIENCIA P. MILAN**  
President *JP* *enc 1/21/04*