



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

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Office of the President

1 September 2003

MEMORANDUM NO. 197

Series of 2003

**T O: SG Jaime M. Lasquites
SG Rafael C. Mascariñas
SG Dominador G. Calle
SG Mario M. Diaz
Other Security Guards**

R E: Additional Responsibility as Security Guards

In case of emergency, you are hereby given an additional responsibility to drive the Fire Truck and the School Ambulance (whenever the official driver is on leave or unavailable) within and outside LSU Campus as well as in the Municipality of Baybay.

Please be guided accordingly.


PACIENCIA P. MILAN

President 

cc: Dr. Juan S. Labra
Dr. Isabel P. Bertulfo
OVPAF
Security Office
Infirmary
COA
Records
File