



VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte 6521-A

Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601

e-mail: opvisca@mozcom.com; website: www.lsu-visca.edu.ph

Office of the President

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MEMORANDUM NO. 13
Series of 2008

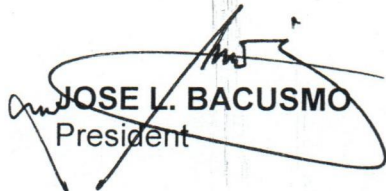
T O: Mr. Alex P. Tulin
Dr. Oscar B. Posas
Dr. Roberto C. Guarte
Dr. Eduardo O. Mangaoang
Dr. Justino M. Quimio
Dr. Jose M. Alkuino, Jr.
Engr. Manuel E. Casangcapan

**R E: Inventory and Turn-over of Equipment, Supplies and Documents
from the COE Program**

In view of the culmination of the COE program and the redeployment of Deans/ Program Implementors of the three colleges recognized by CHED as COE's, you are hereby directed to conduct an inventory and orderly turn-over of equipment, supplies and documents from the COE program of the College of Agriculture, College of Agricultural Engineering and College of Forestry from February 1 – February 29, 2008. Mr. Alex Tulin is directed to submit a report of the turn-over immediately after the inventory and turn-over in each college.

Please be reminded that all equipment purchased using COE funds must stay in the department.

For strict compliance.


JOSE L. BACUSMO
President