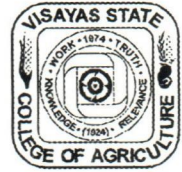


VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines

Office of the President



3 August 2000

MEMORANDUM NO. 142

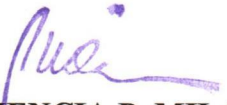
Series of 2000

- T O:**
- | | | |
|------------------------------------|---|---------------|
| Prof. Daniel M. Tudtud, Jr. | - | Chairman |
| Dr. Belita A. Vega | - | Vice Chairman |
| Prof. Jesusito L. Lim | - | Member |
| Ms. Norma V. Cala | - | Member |
| Dr. Myrna M. Avila | - | Member |
| Ms. Asteria A. Sevilla | - | Secretary |
- R E:** **Constitution of the Preliminary Screening Committee
for Administrative Staff**

With Prof. Daniel M. Tudtud, Jr., as Chairman, you are hereby designated to compose the Preliminary Screening Committee for Administrative Staff.

This Committee is tasked with the responsibility to review all applicants of newly opened administrative positions. Furthermore, the Committee is directed to formulate evaluation schemes for said positions including the endorsement for final recommendation to the Non-Academic Personnel Board for its appropriate action.

For your information and guidance.


PACIENCIA P. MILAN
President