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Office of the President

4 February 2011

MEMORANDUM NO. 74
Series of 2011

T O: Dr. Roberto C. Guarte - Chairperson
Engr. Nestor M. Israel - Member
Dr. Elwin Jay V. Yu - Member
Prof. Alan B. Loreto - Member
Ms. Velma P. Bontuyan - Member
Dr. Antonio L. Acedo - Member
Ms. Wenifreda T. Oclinaria - Secretary

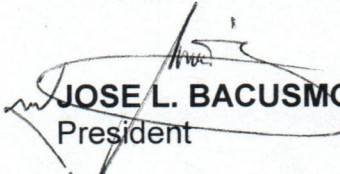
R E: Reconstitution of the VSU Housing Commission

By virtue of the authority vested in me by the VSU Board of Regents, the VSU Housing Commission is hereby reconstituted with Dr. Roberto C. Guarte as Chairperson effective immediately until December 31, 2011 or unless sooner revoked or terminated by appropriate authorities.

As a Commission, your duties and responsibilities are the following:

1. Regularly review and improve existing policies, rules, standards, general guidelines and practices affecting housing assignment;
2. Evaluate all housing applications of staff and recommend actions to the President for approval;
3. Manage funds collected from rental and donations for housing;
4. Recommend housing plans and programs for VSU faculty and staff;
5. Come up with recommendations on the effective and efficient management and maintenance of all VSU housing units including external campuses; and
6. Perform other functions related to housing that may be assigned by the President.

For your guidance and compliance.


JOSE L. BACUSMO
President

cc: OVPAA
OVPPRG
OVPAF
OVPRE
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VSUFA
Records
File