

# LEYTE STATE UNIVERSITY

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*Office of the President*

22 February 2007

## MEMORANDUM CIRCULAR NO. 6

Series of 2007

**T O: All Concerned Committee In-Charge  
Deans/Department/Unit Heads**

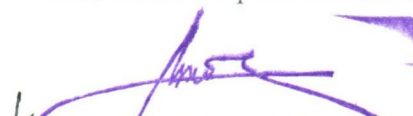
**R E: Ladderized Education Program (LEP) Scholarship Awarding Ceremony**

The following committees with corresponding In-Charge are created to facilitate the Ladderized Education Program (LEP) Scholarship Awarding Ceremony on February 23, 2007, 8:30 a.m. at the LSU Convention Hall. Furthermore, Deans, Department/Unit Heads are requested to attend said affair.

- |                      |                                 |
|----------------------|---------------------------------|
| 1. Stage             | - Mr. Domingo Flandez           |
| 2. Venue Preparation | - USSO                          |
| 3. Sounds & Light    | - Mr. Dominador Poliquit        |
| 4. Snacks & Food     | - Ms. Rebecca Napiere           |
| 5. Streamer          | - Prof. Algerico Mariscal       |
| 6. Program           | - DCST c/o Engr. Winston Tabada |
| 7. Ushers/Usherettes | - DBM c/o Prof. Lucy Paloma     |
| 8. Transportation    | - Mr. Remegio Sanico            |
| 9. Electricity       | - Engr. Apolonio Encierto       |
| 10. Safety           | - Engr. Celso Gumaod            |

Please coordinate with Engr. Manolo B. Loreto, Jr. regarding this activity.

Your usual cooperation and support is enjoined.

  
**PACIENCIA P. MILAN**  
President *nc 2/22/07*

*Manolo B. Loreto Jr.*