



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

Telefax: 053-3352601

Office of the President

17 February 2004

MEMORANDUM CIRCULAR NO. 13
Series of 2004

T O : All LSU Faculty and Staff

R E : Participation in the Faculty & Staff Sportsfest 2004

This year's Faculty & Staff Sportsfest will be held this coming February 25-27, 2004. This is the time wherein faculty and staff of the different colleges of the University get to meet one another to forge better relationships and further cement friendships and foster camaraderie among each other.

In this regard, all LSU employees are enjoined to actively participate in the different activities of this year's 3-day sportsfest. Let us be guided by the Latin maxim "*Mens sana in corpore sano*" meaning "A healthy mind, in a healthy body." Let us use this chance to reinvigorate ourselves through sports.

However, for those employees who feel they cannot meaningfully participate in the sportsfest activities for whatever reason, are hereby directed to report for regular duty for the period 26-27 February 2004. Filing of Daily Time Records will be strictly implemented.

For the information and guidance of all.


PACIENCIA P. MILAN
President