



VISAYAS STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601
e-mail: opvisca@mozcom.com; website: www.vsu-visca.edu.ph

Office of the President

21 January 2009

MEMORANDUM NO. 23

Series of 2009

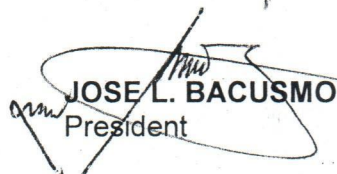
T O: Dr. Manuel K. Palomar
Dr. Roberto C. Guarte
Dr. Sulpecio C. Bantugan
Ms. Norma V. Cala
Ms. Roberta C. Lemos
Ms. Milagrosa L. Gamotin

R E: Review Panel for Annual VSU IGP and STF Projects Review

With Dr. Manuel K. Palomar as Chairman, Dr. Roberto C. Guarte as Co-Chairman, and the rest as members, please constitute yourselves into a Review Panel to evaluate and review all VSU IGP and STF projects during the Annual VSU IGP and STF Projects Review on 5-6 February 2009 at the OVPAF Conference Room.

You are also directed to submit to this office your recommendations of each project on or before 15 February 2009 for immediate implementation. The recommendation should include among others, whether a project shall be stopped or continued. Dr. Bantugan is required to collect all written report from each project leader/manager on or before 28 January 2009 and shall provide one copy each to the members of the review panel at least 1 day before the review.

For your guidance and compliance.


JOSE L. BACUSMO
President

cc: OVPPRG
OVPAF
OVPRE
OVPAF
Deans
Center Directors
Department/Unit Heads
Project Leaders/Managers
Records
File