

LEYTE 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.lsu-visca.edu.ph

Office of the President

21 December 2004

MEMORANDUM NO. 305

Series of 2004

T O: Dr. Manuel Palomar - Chairperson

Dr. Algerico Mariscal - Co-Chairperson Dr. Jose Alkuino, Jr. - Member

Dr. Misael Diputado, Jr. - Member Dr. Edgardo Tulin - Member Dr. Alice Acabal - Member

Dr. Myrna Avila - Member
Dr. Dolores Alcober - Member
Engr. Mario Valenzona - Member
Engr. Manolo Loreto - Member
Dr. Serena Sanchez - Member
Ms. Aleli Villocino - Member

Ms. Aleli Villocino - Member
Dr. Lemuel Diamante - Member
Prof. Efren Saz - Member
Dr. Beverlo Pascual - Member

Ms. Adelina Carreno - Member Engr. Nestor Israel - Member

Mr. Jude Sales & Other

Children of Faculty & Staff - Members

R E: 2005 New Year's Eve Celebration Committee

With Dr. Manuel K. Palomar as Chairperson, please constitute yourselves into a committee to plan, organize and coordinate the 2005 New Year's Eve celebration on December 31, 2004 among LSU residents, students and visitors. The committee can expand their membership for the different subcommittees.

You are authorized to solicit donations/contributions from LSU-based foundations and cooperatives and also from various production units of the University or from friends of LSU.

Please disseminate the information to all LSU constituents.

PACIENCIA P. MILAN

President