



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

30 June 2006

MEMORANDUM NO. 113

Series of 2006

T O: Dr. Jose M. Alkuino, Jr. - Chairperson
Dr. Oscar B. Posas
Prof. Jesusito L. Lim
Dr. Elwin Jay V. Yu
Engr. Nestor M. Israel
Prof. Trinidad E. Faelnar
Ms. Milagros L. Gamotin
Mr. Alex P. Tulin
Ms. Wenifreda T. Oclitaria - Secretary

R E: Reconstitution of the Membership of LSU-Employees Housing Commission


By virtue of the authority vested in me by the LSU Board of Regents the LSU Employees Housing Commission is hereby reconstituted with Dr. Jose M. Alkuino, Jr. as Chairperson and the rest as members.

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 and accommodation of LSU personnel;
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 LSU faculty and staff;
5. Come up with recommendations on the effective and efficient management and maintenance of all LSU housing units including external campuses; and
6. Perform other functions related to housing that may be assigned by the President.

This designation takes effect immediately until revoked or terminated by appropriate authorities.

For your guidance and compliance.


PACIENCIA P. MILAN
President