



LEYTE STATE UNIVERSITY

6521-A Visca, Baybay, Leyte, Philippines

Office of the Secretary of the University
and of the Board of Regents

EXCERPT FROM THE APPROVED MINUTES OF THE
14th LSU Board of Regents Meeting
2 December 2003 * CHED Central Office, Pasig City

Proposed New Rates for the Use of the
Center for Continuing Education (CCE) Facilities

BOR RESOLUTION NO. 87, s. 2003

Approving the proposed New Rates for the Use of the
Center for Continuing Education (CCE) Facilities, as presented.

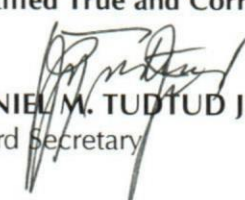
<u>Item</u>	<u>Aircon</u> (per day/room)	<u>Non-Aircon</u>
1. LSU Employees & Students	1,200.00	650.00
2. Non-LSU Employees	1,600.00	1,050.00

Note:

1. New rates include the rates for cleaning of P200.00/day; electricity, P150.00/day for non-aircon and P500.00 for aircon.
2. Administration sponsored activities such as graduation, anniversary and other special occasions duly approved by the President will not be charged any fee. However, sponsoring units/persons should be responsible in cleaning the hallrooms and comfort rooms of the building and electricity.
3. Rate applies to 8a.m. to 5 p.m. or 5 p.m. 11 p.m. Monday to Sunday. Any deviation earlier or later than what is stipulated in the contract will be subjected to change of P100.00/hr. for non-aircon and P400.00/hr. for aircon rooms.
4. NO foods will be served inside the Function rooms (second floor).

BOARD ACTION: **APPROVED**
Date : 2 December 2003
ATTACHMENT: 1

Certified True and Correct:


DANIEL M. TUDTUD JR.
Board Secretary

cc: OP - *da 1/23*
CCE - *fw 1/23*
Guest House - *ga 1/23/04*
OVPAF - *aw 1/23/04*



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Philippines

Office of the Board Secretary

2 December 2003

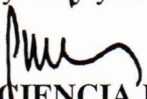
**The Honorable Chairman and
Members of the LSU Board of Regents**

Ladies/Gentlemen:

I am hereby endorsing the **"Proposed New Rates of the Center for Continuing Education (CCE) on the Use of Facilities."** The proposed new rates was presented and approved by the University Administrative Council during its meeting on October 29, 2003.

I am, therefore, recommending the same **FOR APPROVAL** by the Board of Regents.

Very truly yours,


PACIENCIA P. MILAN
University President

BOARD ACTION: _____

DATE : 02 December 2003

LEYTE STATE UNIVERSITY
Visca, Baybay, Leyte

September 19, 2003

Dr. Paciencia P. Milan
President
Leyte State University


Dear Dr. Milan:

Respectfully submitted to your office the proposed new rates on the use of CCE facilities.

We hope for your approval on this proposal.

Thank you.

Very truly yours,


NELEN P. LAMBERT
CCE In-charge, 1st floor


EMMA S. DATA
CCE In-charge, 2nd floor

LEYTE STATE UNIVERSITY
Visca, Baybay, Leyte

PROPOSED NEW RATES ON THE USE OF CCE FACILITIES

Rationale:

With the increasing cost of the maintenance and the improvement of the facilities like air-conditioning of the function rooms (second floor) of CCE, we would like to propose new rates on the use of CCE facilities as follows:

Function Rooms (Second Floor)
(No food served)

1. LSU employees and students

Aircon		1,200.00/day/room
Non-Aircon	550.00/day/room	650.00/day/room

2. Not LSU employees

Aircon		1,600.00/day/room
Non-Aircon	950.00/day/room	1,050.00/day/room

**New Rates include the rates for cleaning of P200/day, electricity – P150/day for non-aircon, and P500.00/day for aircon.

NOTE: Administration sponsored activities such as graduation, anniversary and other special occasions duly approved by the President will not be charged any fee, however, sponsoring units/persons should be responsible in cleaning the hall/rooms and comfort rooms of the building and electricity.

Rate applies to 8 AM – 5 PM or 5 – 11 PM Monday to Sunday. Any deviation earlier or later than what is stipulated in the contract will be subjected to charge of P100.00/hr. for non-aircon and 400.00/hr. for aircon rooms.