

VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

OFFICE OF THE PRESIDENT

April 4, 1995

MEMORANDUM NO. 46  
Series of 1995

T O : All Administrative Office Heads and All Others  
Concerned

SUBJECT : CONTINUED IMPLEMENTATION OF THE "MAMAMAYAN MUNA, HINDI  
MAMAYA NA" PROGRAM

The impact of the Mamamayan Muna, Hindi Mamaya Na" program of the Civil Service Commission during its early implementation stage was indeed impressive. Unfortunately, although the program is still in force, its effect is no longer felt.

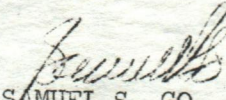
In order to sustain the impact of Mamamayan Muna, Hindi Mamaya Na program, an Administrative Staff Counselling Committee is hereby created.

1. Dr. Roque de Pedro - Chairman
2. Dr. Isabel P. Bertulfo - Member
3. Mrs. Lourdes B. Cano - Member

The functions of the said committee are:

1. To monitor compliance of Mamamayan Muna, Hindi Mamaya Na requirements;
2. To verify reports on poor performance or discourteous acts of administrative staff;
3. To call staff concerned to counselling sessions;
4. To monitor improvement of staff's attitude after counselling; and
5. To recommend punitive action if after the counselling sessions, no improvement has been seen on the attitude of the reported staff.

Please be guided accordingly.

  
SAMUEL S. GO  
President

cc: All Dept. Heads/Centers/Offices  
Vice President for Administration  
Dr. Roque de Pedro  
Dr. Isabel P. Bertulfo  
Ms. Lourdes B. Cano  
Records  
File