



# Visayas State University

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## Office of the President

11 September 2013

MEMORANDUM NO. 219

Series of 2013

**T O: All Concerned**

**R E: Working Committees for the Health Awareness Forum**

In order to ensure the success of the Health Awareness Forum on September 24, 2013, 9:00 a.m. at the PhilRootcrops Training Hall, the following working committees are hereby created:

- 1. Over-all Coordination:**
  - Dr. Roberto C. Guarte - Chairperson
  - Dr. Elwin Jay V. Yu - Co-Chairperson
  - Dr. Josephine O. Zafico - Member
  - Dr. Lourdes B. Cano - Member
- 2. Program & Certificates:**
  - Ms. Connel D. Antipaso - Chairperson
  - Ms. Ma. Fe L. Gayanilo - Member
- 3. Venue, Sounds & Multimedia:**
  - Mr. Simeon P. Sedrome - Chairperson
  - Mr. Alex Bagarinao - Member
  - Mr. Felix Abanera - Member
- 4. Documentation:**
  - Mr. Jesus Freddy Baldos - Chairperson
  - Ms. Sheila Marie Lemos - Member
- 5. Secretariat/Facilitation:**
  - Ms. Glenda Racho - Chairperson
  - Ms. Miriam de la Torre - Member
  - Ms. Ma. Fe L. Gayanilo - Member

**6. Snacks & Meals of Speakers:**

- |                          |               |
|--------------------------|---------------|
| Ms. Honey Sofia V. Colis | - Chairperson |
| Guest House Personnel    | - Members     |

**7. Proceedings Preparation:**

- |                        |               |
|------------------------|---------------|
| Ms. Miriam de la Torre | - Chairperson |
| Ms. Ma. Fe L. Gayanilo | - Member      |
| Ms. Glenda Racho       | - Member      |

**8. Token & Honoraria of Speakers:**

- |                  |               |
|------------------|---------------|
| Ms. Glenda Racho | - Chairperson |
| Mr. Tirso Igot   | - Member      |

**9. Transportation:**


- |                       |               |
|-----------------------|---------------|
| Mr. Jovenal Belarmino | - Chairperson |
| Mr. Niceforo Suyom    | - Member      |

**10. Invitation & Reception of Speakers:**

- |                         |               |
|-------------------------|---------------|
| Dr. Elwin Jay V. Yu     | - Chairperson |
| Dr. Josephine O. Zafico | - Member      |

Dr. Guarte is requested to convene all Chairpersons of the different committees as soon as possible.

Please be guided accordingly.

  
**JOSE L. BACUSMO**  
President