



VISAYAS STATE UNIVERSITY

Visca, Baybay City, 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

15 January 2008

MEMORANDUM CIRCULAR NO. 5 Series of 2008

T O: All Concerned
R E: Working Committees for the Inaugural Ball

The following working committees are created to make the inaugural ball a success:

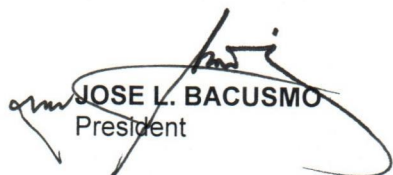
1. **Invitation**
Chairperson: Engr. Alan Loreto
Members: Ms. Honey Sofia Colis
All OP Staff
2. **Program, Preparations, Printing and Distribution**
Chairperson: Ms. Zenaida Gerona
Members: Ms. Antonieta Israel
Ms. Mirian Tan
Mr. Alex Tulin
3. **Guest Reception**
Chairperson: Prof. Reny Gerona
Members: Ms. Annie Gravoso
Atty. Gloriosa Guinocor
Dr. Ma. Juliet Ceniza
4. **Food and Snacks for Guests**
Chairperson: Ms. Rebecca Napiere
Members: All Guest House Staff
5. **Faculty and Staff Active Participation**
Chairperson: Dr. Roberto Guarte - Admin.
Members: Dr. Eugene Lañada - CVM
Dr. Jose Alkuino, Jr. - CA
Dr. Justino Quimio - CFNR
Dr. Remberto Patindol - CAS
Dr. Antonio Abamo - CEAI
Dr. Othello Capuno - Research and Extension
Dr. Conchita Ito - Villaba Campus
Dr. Roberta Lauzon - Tolosa Campus
Dr. Edwin Balbarino - Isabel Campus
Dr. Pablo Pedrera - Alangalang Campus
6. **Transportation**
Chairperson: Mr. Remegio Sanico
Members: Mr. Jovenal Belarmino
Ms. Honey Sofia Colis
7. **Inaugural Dance Presentation**
Chairperson: Ms. Norma Cala
Co-Chairperson: Mr. Jovel Aberilla
Members: Mr. Fermin Inoferio
Mr. Allan Ramal
Ms. Annie Gravoso
Prof. Reny Gerona

8. **Ball Management/Non-Stop Dancing**
Chairperson: Prof. Aleli Villocino
Members: All IHK Faculty
9. **Music, Lights and Sounds**
Chairperson: Engr. Nestor Israel
Members: Engr. Apolonio Encierto
Mr. Roberto Cala
Mr. Dominador Poliquit
Ms. Carmela Yamada
Mr. Clemence Borela
10. **Production Klieg Lights**
Chairperson: Mr. Jude Nonie Sales
Member: Engr. Apolonio Encierto
11. **Participation of Dance Troupe Members & P.E. Majors as DIs**
Chairperson: Prof. Thelma Zafra
Members: Mr. Fermin Inoferio
Mr. Jovel Aberilla
Mr. Allan Ramal
12. **Finance**
Chairperson: Dr. Roberto Guarte
Members: Ms. Norma Cala
Ms. Roberta Lemos
Ms. Corazon Nuevo
13. **Security/Safety**
Chairperson: Engr. Celso Gumaod
Members: All Security Personnel
14. **Venue Preparation**
Stage and Hall Arrangement:
Chairperson: Engr. Nestor Israel
Members: Engr. Mario Lilio Valenzona
Mr. Silvestre Cagande
All GSD Personnel

Stage and Hall Decoration:
Chairperson: Prof. Mario Baliad
Members: Mr. Domingo Flandez
Prof. Elizabeth Briones
Ms. Cecil Joy Duatin
15. **Over-all Coordination:**
Chairperson: Dr. Lourdes Cano
Co-Chairpersons: Engr. Alan Loreto
Mr. Jovel Aberilla
Members: Ms. Norma Cala
Mr. Allan Ramal
Prof. Reny Gerona
Ms. Annie Gravoso
Mr. Fermin Inoferio

All Chairpersons and Co-Chairpersons are requested to attend a meeting on January 16, 2008, 3:00 p.m. at the OVPAF Conference Room to discuss their respective assignments.

Please be guided accordingly.


JOSE L. BACUSMO
President