



# LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A  
Philippines

Office of the President

5 February 2002

**MEMORANDUM CIRCULAR NO. 6**  
Series of 2002

T O: **All Concerned**

R E: **Working Committees During the Team Building Workshop Among  
PPO Personnel**

In order to ensure the success of the team building workshop among PPO personnel on February *28 - Mar 1* 21-22, 2002, the following committees are hereby created:

**1. Over-all Coordination**

Dr. Jose Alkuino, Jr.	- Chairperson
Ms. Lourdes Cano	- Member
Ms. Teresita Quiñanola	- Member

**2. Registration**

Ms. Teresita Quiñanola	- Chairperson
Ms. Aida Godoy	- Member
Ms. Ma. Fe Limsiaco	- Member

**3. Facilitation**

Ms. Roberta Lemos	- Chairperson
Ms. Corazon Nuevo	- Member
Ms. Ma. Fe Limsiaco	- Member
Mr. Virgilio Flandez	- Member
Mr. Felix Abanera	- Member

**4. Secretariat & Proceeding Preparation**

Ms. Bernardita Bibera	- Chairperson
Mr. Onofre Betonio, Jr.	- Member
Ms. Evelyn Bestil	- Member

**5. Program & Certificates**

Ms. Bibiana Balbarino	- Chairperson
Ms. Elvira Gorre	- Member

**6. Venue & Training Hall (paraphernalia, preparation & restoration)**

Engr. Nestor Israel	- Chairperson
Mr. Florencio Macariola	- Member
Mr. Mario Bantugan	- Member

**7. Monoblocks & Table In-Charge**

Engr. Mario Valenzona	- Chairperson
Mr. Silvestre Cagande	- Member
Mr. Leopoldo Igot	- Member

**8. Transportation**

Engr. Celso Gumaod	- Chairperson
Ms. Perseveranda Patolilic	- Member
Mr. Florencio Macariola	- Member

**9. Snacks/Food During Fellowship**

Dr. Nelen Lambert	- Chairperson
Ms. Vilma Olleras	- Member
All Guest House Staff	- Member

**10. Fellowship Committee**

Ms. Corazon Nuevo	- Chairperson
Ms. Teresita Quiñanola	- Member
Mr. Virgilio Flandez	- Member

**11. Finance Committee**

Dr. Jose Alkuino, Jr.	- Chairperson
Ms. Norma Cala	- Member
Ms. Roberta Lemos	- Member
Ms. Corazon Nuevo	- Member

**12. Steering Committee**

Dr. Paciencia Milan	- Chairperson
Dr. Jose Alkuino, Jr.	- Member
Prof. Jesusito Lim	- Member

Dr. Jose Alkuino, Jr., the over-all coordinator is requested to convene the committee chairpersons and members the soonest possible time in order to ensure attainment of the objectives of this activity.

  
**PACIENCIA P. MILAN**  
 President