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Office of the President

23 August 2013

MEMORANDUM NO. 207

Series of 2013

T	O:	All Concerned	
		GONZALES, EDNA L.	CFES
		CODOG, JANET LESLIE EVELYN S.	CON
		ISRAEL, JOEL M.	CVM
		GUMBA, POLICARPO C.	DAS
		VILLAGONZALO, GINAS AUREA A.	DAS
		CAPRICHIO, JOSE ROSE B.	DASS
		LUMACAD, ANICETA M.	DASS
		TABINAS, JULIE	DBM
		GUCELA, MARIFE G.	DBS
		TAN, ANICETO D.	DCDE
		MONTEJO, ANALOU S.	DCHM
		VERGARA, RAFAEL JR. B.	DCST
		CACHUELA, LUZMINDA G.	DDC
		SUGANOB, CARLITO O.	DFST
		ARABIANA, REINA S.	DLABS
		NAYRE, GILDA P.	DLABS
		ARPOCEPLE, DAHLIA	DMPS
		BASLAN, MARIA FE A.	DMPS
		GUINIPAAN, ARLYN	DMPS
		ANDRES, DALISAY F.	DOE
		DURAN, GILDA D.	DOH
		FILIPINO, CARMELA	DOPAC
		AMIHAN, MARCELINA C.	DPM
		ORQUILLA, MARILYN A.	DTE
		FLANDEZ, ARLYN	IASO
		MANAGBANAG, ARACELI M.	IHK
		LEMONS, SHEILA MARIE C.	INFORMATION OFFICE
		CERNA, MIZAEAL	ISRDS
		MAURILLO, LEONARDA A.	ISRDS
		GORRE, ELVIRA B.	ITEEM

BALTAZAR, ADORA FE F.	LIBRARY
BETANA, ANGIELYN	LIBRARY
FLORES, MA. ZAIDA A.	NARC
SECO, MA. HELEN P.	NARC
MALASAGA, EDRALIN M.	NCRC
URDANETA, PAMELA H.	NCRC
ISRAEL, FELICISIMA	ODAHRD
ISRAEL, JEANETTE B.	ODAHRD
SEVILLA, ASTERIA	ODAHRD
MIRAFLOR, MA. ROBERTA S.	ODF
ANDO, JENNIFER E.	OVPRE
BESTIL, ELLA LOIS	OVPRE
DIAZ, FE REMEDIOS L.	OVPRE
SUBERE, MA. VERGIE	OVPRE
DUATIN, CECIL JOY Y.	OGS
LASQUITES, HEIDE	OGS
FLORENTINO, NICOLASA N.	OPEN U
BALBARINO, VIVIAN V.	OUS
ABAMO, LORNA B.	OVPI
ANTIPASO, CONNEL D.	OVPI
WABINA, VANESSA	OVPI
SORIA, REDEMPTA L.	OVPPRG
ABOGADIE, ENRIQUE	PHILROOTCROPS
MANAGBANAG, RALJIE S.	PHILROOTCROPS
TIDOY, IMELDA A.	PHILROOTCROPS
UMPAD, MA. ELSA M.	PHILROOTCROPS
DELA TORRE, MIRIAM M.	PRPEO
ARRADAZA, ASUNCION	SECURITY OFFICE
ORAÑO, PAMELA	UAC
CAINTIC, PAULINE S.	VICARP
PALIMA, IREEN GRACE S.	VICARP/TECHNOMART
MONTAJES, ROSITA S.	VSULHS
TABROSA, LUCILYN L.	VSULHS

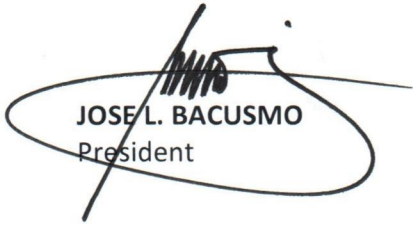
R E: Appointment as Evaluation Facilitator

By virtue of the authority vested in me by the VSU Board of Regents and upon the recommendation of the Committee to Conduct Evaluation of Faculty Members, you are hereby appointed as **EVALUATION FACILITATOR** for this 1st semester, SY 2013-2014.

Anent to your appointment you shall perform the following duties and responsibilities:

1. Conduct evaluation of faculty members in a most secured and accurate manner giving the class a brief introduction/rationale of the evaluation process;
2. Report to your area of assignment as scheduled;

3. Properly turnover to OVPI all accomplished and unaccomplished evaluation instruments within the day the evaluation was conducted.
4. Performs other functions as may be assigned by the OVPI.



JOSE L. BACUSMO
President