



# Visayas State University

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## Office of the President

27 August 2015

### MEMORANDUM CIRCULAR NO. 39

Series of 2015

**T O: All Vice Presidents, College Deans, Directors and Department/Office Heads**

**R E: 115<sup>th</sup> Anniversary Celebration of the Philippine Civil Service**

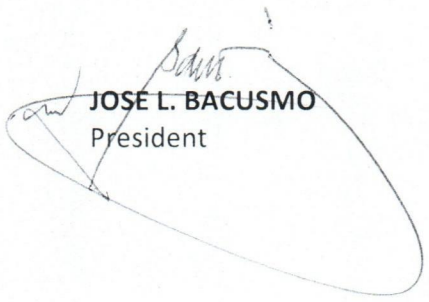
Once again, we will be celebrating in September 2015 the **115<sup>th</sup> Anniversary of the Philippine Civil Service** with the theme ***"Kayang Kaya Mo, Lingkod Bayani!"***.

To kick off the month long celebration, the usual Flag Raising Ceremony and Introduction/Oath Taking of New Appointees will be held on September 7, 2015, 8:00 a.m. at the Hilltop Amphitheater. All flag raising ceremonies at the different locations within the university is hereby suspended. All Vice Presidents, College Deans, Directors and Department/Office Heads are requested to enjoin the participation of their faculty and staff in the flag raising ceremony at the Amphitheater.

Furthermore, to ensure bigger participation during the Fun Run and Culmination Program on September 30, 2015, all concerned are requested to free themselves of any commitments in the afternoon of that day.

The satellite campuses may also adopt the activities of the Main Campus as their way of celebrating the 115<sup>th</sup> Anniversary of the Philippine Civil Service. Attached is the schedule of activities for the month-long celebration for your reference.

Please be guided accordingly.

  
**JOSE L. BACUSMO**  
President

**List of Activities Lined-up by VSU during the month-long celebration of the  
115<sup>th</sup> Philippine Civil Service Anniversary**

Sept. 07, 2015 8:00 a.m.	<b>Flag Raising Ceremony, Introduction &amp; Oath taking of new employees and Short Anniversary Program at the Amphitheater Stage</b> ( <i>Dr. Lourdes B. Cano &amp; Prof. Alan B. Loreto as Coordinators</i> )
Sept. 07, 2015	<b>Job Induction and Orientation/Reorientation of newly promoted faculty and staff on Values, Gender &amp; Development &amp; Anti-Sexual Harassment</b>
4:00 p.m. Every Tuesdays & Thursdays starting Sept. 03, 2017	<b>Zumba Dance Exercise</b> ( <i>Admin. Bldg. grounds – Mr. Lomel Abarquez as Coordinator, IHK Bldg. – Mr. Jovel Aberilla as Coordinator &amp; VSU Infirmary Grounds – Dr. Josephine Zafico as Coordinator</i> )
Sept. 8, 2015	<b>Fun Run and Zumba at VSU Tolosa Campus</b>
Sept. 8, 2015	<b>Orientation on ISO &amp; Writeshop in the Preparation of Quality objectives &amp; Work Instructions at VSU Tolosa Campus</b>
Sept. 9, 2015	<b>Orientation on ISO &amp; Writeshop in the preparation of Quality Objectives and Work Instructions at College of Engineering</b>
Sept. 14, 2015 (am & p.m. sessions)	<b>Orientation on ISO 9001:2008 for staff at the Administration &amp; Library Building (QAC Office)</b>
Sept. 15, 2015	<b>Orientation on ISO 9001:2008 at DASS Conference Room for faculty and staff of DPM, DAS, DOA, DBS, DOH &amp; DBP</b>
Sept. 16, 2015	<b>Reorientation and ISO Writeshop in the Preparation of Quality Objectives &amp; Work Instructions for all Utility Workers &amp; Messengers</b>
Every Wednesday Sept. 2, 9, 16 & 23	<b>Blood pressure taking</b> ( <i>Ms. Ma. Doris Braganza, Ms. Jan Ana Masendo &amp; Ms. Cindy Rufin as Coordinators</i> ) as the following offices: <i>Administration Building for the upper campus buildings, OVPRE for Research Centers and CME for lower campus buildings</i> )
Sept. 17, 2015	<b>Orientation on ISO &amp; Writeshop in the preparation of Quality Objectives and Work Instructions at VSU Villaba Campus</b>
Sept. 18, 2015	<b>Orientation on ISO &amp; Writeshop in the preparation of Quality objectives and Work Instructions at VSU Alangalang Campus</b>
Sept. 21, 2015	<b>Reorientation and ISO writeshop in the preparation of Quality Objectives and Work Instructions for Clerks &amp; Secretaries</b>
Sept. 22, 2015	<b>Orientation on ISO &amp; Writeshop in the preparation of Quality Objectives and Work Instructions at VSU Isabel Campus</b>
Sept. 24-25, 2015	<b>Strategic Planning Workshop of VSU Tolosa at VSU Main campus</b>
Sept. 28, 2015	<b>Orientation on ISO 9001:2008 at Philrootcrops Training Hall (for research centers &amp; nearby offices</b>
Sept. 29, 2015	<b>Health Awareness Forum</b> ( <i>Dr. Elwin Jay V. Yu &amp; Dr. Josephine O. Zafico as Coordinators</i> )
Sept. 30, 2015	<b>Fun Run/Fun Walk</b> ( <i>Prof. Aleli A. Villocino as Coordinator &amp; All IHK Faculty &amp; Staff as members</i> )  <b>Culmination Program and Giving of Loyalty Awards</b> ( <i>Dr. Roberto C. Guarte &amp; Dr. Lourdes B. Cano as Coordinators</i> )