



20 March 2023

MEMORANDUM CIRCULAR NO. 53
Series of 2023

T O: All Concerned

R E: Working Committees for the 2023 Farmers and Fisherfolks' Day

On April 17-28, 2023 we will celebrate our 99th Founding Anniversary. One of the highlights is the Farmers and Fisherfolks' Day on April 28, 2023. For a successful conduct of this event, you are hereby designated as Chairpersons, Co-Chairpersons and Members of the different working committees. The Chairpersons are requested to convene their respective committees to discuss plans and preparations on their assigned tasks.

Your usual cooperation is enjoined.

A blue ink signature of Edgardo E. Tulin, written in a cursive style.

EDGARDO E. TULIN
President

WORKING COMMITTEES
2023 FARMERS AND FISHERFOLKS' DAY

Theme: Celebrating Partnership towards Sustainable Growth in Agriculture and Fishery

| COMMITTEE | Functions |
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| 1. STEERING COMMITTEE Chairperson: Dr. Maria Juliet C. Ceniza Co-Chair: Dr. Antonio P. Abamo Prof. Alan Loreto Prof. Rosa Ophelia D. Velarde Members: Dr. Victor B. Asio Dr. Marisel A. Leorna Dr. Romel B. Armecin Prof. Marlon M. Tambis Mr. Jerome Arribado Dr. Dennis Peque Engr. Eldon de Padua Dr. Robelyn Piamonte Ms. Mae Ann Bravo Engr. Celestial Maniego | 1. Plan for the smooth implementation of the FFD activities. 2. Oversees the implementation of all activities during the FFD 3. Make funds available for the FFD activities. |
| 2. PROGRAM, INVITATION AND BOOTH RESERVATION Chairperson: Dr. Antonio P. Abamo Co-Chair: Engr. Nilo Leorna Members: Ms. Ma. Fatima B. Estrosas Ms. Marriane Joyce L. DeCaiman Ms. Shirley T. Nayre Ms. Gemmarie R. Asauro Ms. Tiffany P. Baguio Ms. Lyra Katrina Malpas Mr. Cris Julius B. Nayre Mr. Jerry B. Posas Mr. Artemio T. Nayre Mr. Ricardo Bornias Mr. Nony F. Piad, Jr. | 1. Prepare the FFD program. 2. Monitor and ensure smooth flow of the program. 3. Invite and confirm farmers' forum speakers. 4. Design tarpaulins to welcome guests and participants. 5. Invite and confirm awardees, guests and participants. 6. Set the guidelines for booth reservation. 7. Prepare IDs, plaques, certificates and tokens |
| 3. REGISTRATION AND RAFFLE DRAW Chairperson: Dr. Pauline S. Caintic Co-Chair: Ms. Caroline Anduyan Ms. Marilou L. Sta. Iglesia Ms. Christy T. Taay (Students) Members: Ms. Evangeline Tapayan Ms. Jhann Mae Marquez Ms. Emilyn G. Caña Ms. Marjorie B. Merano Mr. Prelly P. Aguilar Ms. Tiffany P. Baguio Ms. Lyra Katrina Malpas Mr. Artemio T. Nayre Mr. Jerry B. Posas Mr. Nicasio Lingatong Mr. Nony F. Piad, Jr. | 1. Registration of FFD participants 2. Prepare the registration booth. 3. Manage the Raffle Draws. 4. Identify Early Bird Awardee 5. Distribute Meal Tickets 6. Provide additional information and referrals on inquiries made by participants |

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| 4. STUDENT PARTICIPATION Chairperson: Ms. Christy T. Tauy Co-Chair: Ms. Mary Ann Cobico Members: College Deans Ms. Chona A. Brit Mr. Junito Panonce Mr. Junard Gucela Presidents of recognized student organizations | <ol style="list-style-type: none"> 1. Ensure the active participation of students in the various activities 2. See that students involved are properly advised and briefed on their responsibilities. 3. Provide directions to students on assignments and persons to report to. |
| 5. SANITATION MANAGEMENT/TOILET AND GROUND MAINTENANCE Chairperson: Atty. Rysan Guinocor Co-Chair: Prof. Roden D. Troyo Members: Dr. Elwin Jay Yu Prof. Manolo B. Loreto, Jr. & ROTC Mr. Joy Bellen Mr. Zandro Israel Landscaping Personnel VSU laborers | <ol style="list-style-type: none"> 1. Ensure the orderliness and cleanliness of the university grounds before, during and after the anniversary celebrations. 2. Provide proper signages to guide the guests and participants where to go. |
| 6. FARM SKILLS COMPETITION/GAMES/DULANG PINOY Chairperson: Dr. Charis L. Rivera Co-Chair: Prof. Mary Jean M. Sapan Members: Mr. Lyndon Maningo Dr. Romel Armecin Mr. Jovannie Mar P. Anire Dr. Fe Ivy Lopez Mr. Teodomero Ratilla MAPEH Majors IHK Staff | <ol style="list-style-type: none"> 1. Prepare/organize games for farmers 2. Maintain the smooth participation all throughout the execution of the games. 3. Prepare/organize contest for farmer products <p style="text-align: center;">Pinaka Contest :</p> |
| 7. FARM PRODUCTS CONTEST ("Indigay sa Abot") Chairperson: Dr. Rotacio S. Gravoso Co-Chair: Dr. Rosario A. Salas Members: Ms. Kathleen Valencia Ms. Mikaela Gongora Prof. Arsenio D. Ramos Mr. Eddie Israel Mr. Louis Prado MS and PhD Horticulture Students DecSO and DYDC Staff | <ul style="list-style-type: none"> - Pinaka Dako - Pinaka Tam.is - Pinaka gwapa etc. <ol style="list-style-type: none"> 4. Set criteria and guidelines 5. Identify Judges 6. Prepare venue for the contest 7. Accept Farm Product entries 8. Maintain the smooth participation all throughout the execution of the contest. |
| 8. BOOTH SPECIAL AWARDS Chairperson: Dr. Rotacio S. Gravoso Co-Chair: Dr. Dilberto O. Ferraren Members: Prof. Alan B. Loreto Dr. Guiraldo Fernandez, Jr. Ms. Kathleen Valencia Ms. Mikaela Gongora Dr. Marlito Jose Bande | <ol style="list-style-type: none"> 1. Set guidelines for the contest. 2. Coordinate with the office of the Extension staff for the availability of funds for prizes and tokens 3. Identify judges. 4. Announce winners and give the awards. |

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| <p>9. SEARCH FOR THE OUTSTANDING FARMER</p> <p>Chairperson: Dr. Antonio P. Abamo Co-Chair: Engr. Nilo Leorna Members: Dr. Milagros Bales Dr. Mannylen A. Merioles Dr. Arsenio D. Ramos Dr. Rotacio S. Gravoso Dr. Julius V. Abela Dr. Eliza Espinosa Dr. Santiago Peña Mr. Brian Gapasin Dr. Romel Armecin Mr. Prince Darius Lina Mr. Genaro G. Godoy Mr. Cris Julius B. Nayre Ms. Gemmarie R. Asauro Ms. Ma. Fatima B. Estrosas Ms. Shirley T. Nayre</p> | <ol style="list-style-type: none"> 1. Accept nominations and perform first round screening. 2. Conduct field inspections and interviews for the shortlisted nominees 3. Determine winners. 4. Prepare citations and Video presentation of the winners 5. Assist the awardees during the awarding day |
| <p>10. FIELD LAYOUT, BOOTH CONSTRUCTION & RESTORATION</p> <p>Chairperson: Engr. Marlon Burlas Co-Chair: Mr. Zandro Israel Members: Engr. Charlindo Torrior Mr. Federico Godoy Mr. Dioscoro M. Bolatete, Jr. Mr. Gaspar Arpoceple Mr. Marlon Dampios Mr. Junard C. Gucela Mr. Marvin Bandalan Ms. Doreen Alba SDMU Personnel</p> | <ol style="list-style-type: none"> 1. Plan and assign respective area for exhibitors 2. Lay-out and construct aesthetically all possible booth. 3. Coordinate with the Office of the Director of Extension for the materials to be used |
| <p>11. HALL AND STAGE PREPARATION AND RESTORATION (Convention Center)</p> <p>Chairperson: Prof. Roden D. Troyo Co-Chair: Prof. Mario E. Baliad Dr. Uderico Alviola Members: Mr. Federico Godoy Mr. Ruel B. Calipayan Mr. Lucio Pole Jr. NCRC and Landscape Laborers</p> | <ol style="list-style-type: none"> 1. Prepare the hall for the farmer's forum 2. Decorate the stage. 3. Restore the Hall after the completion of the activity |
| <p>12. ACCOMMODATION</p> <p>Chairperson: Dr. Allen Glennie P. Lambert Co-Chair: Prof. Argina Pomida Ms. Maria Elsa M. Umpad Members: ATI Dorm Manager Ms. Josefina M. Larrosa Ms. Jessamine Ecleo Dr. Nancy Dumaguig VSU Hostel and Guest House Staff</p> | <ol style="list-style-type: none"> 1. Coordinate with the Office of the Director of Extension on the names of persons to be accommodated. 2. Arrange with accommodation facilities available at VSU. 3. Coordinate with the Accommodation Committee for Overall Anniversary celebration. |

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| 13. RECEPTION (Convention center) Chairperson: Ms. Elmera Y. Bañoc Co-Chair: Ms. Maria Louella C. Tambis Members : Ms. Mary Jane Serida Ms. Divina Villaber Mr. Aldrin Y. Rellin Ms. Caroline Anduyan Mr. Randy Omega HRTM selected students | 1. Meet and guide guests and participants to their respective seats. 2. Identify Usherettes 3. Prepare ribbons, lies, etc. for the guests and awardees. |
| 14. PUBLICITY/DOCUMENTATION Chairperson: Dr. Ulderico B. Alviola Co-Chair : Mr. Jed Asaph D. Cortes News gathering/ and news Media Publication Ms. Marianne Bayron Videography & Live streamers Mr. Norman Villas Mr. Kim Kenneth Roca Mr. Ivan Joseph Gumaod Tarpaulin Installation Engr. Mario Valenzona PPO Laborers Graphic Design Mr. Paul Vincent Fornes | 1. Prepare publicity materials such as streamers/tarpaulin, posters, etc. 2. Prepare equipment and other needs for documentation of the entire event. 3. Document the entire event. |
| 15. TRANSPORTATION Chairperson: Engr. Marlon Burlas Co-Chair: Mr. Vincent Asilom Center Directors Members: Ms. Shirley T. Nayre Ms. Marilou Sta. Iglesia Mr. Jerry Posas | 1. Make arrangements for transportation of speakers, guests, officials and staff before, during and after the event. 2. Manage the provision of transportation when and where it is needed. |
| 16. LIGHTS, SOUNDS AND AV EQUIPMENT Chairperson: Engr. Marlon Burlas Co-Chair: Engr. Clint Sarvida Members: Mr. Claudio Ababat Electrical Personnel | 1. Provide quality audio-visual support for the venue. 2. Restore properly all equipment after the event. |
| 17. FARMERS' FORUM Chairperson: Dr. Antonio P. Abamo Co-Chair: Center Directors and Deans Members: Ms. Maria Fatima B. Estrosas Ms. Mariane Joyce De Caiman Ms. Gemmarie O. Asauro Ms. Shantan Bayarcal Mr. Julius Nayre Mr. Melvin Carcajente | 1. Invite Guest Speaker and other guest 2. Invite expert panelists for the forum 3. Assign Forum Moderator 4. Facilitate Farmers question 5. Manage the overall conduct of the activity. |
| 18. FARMERS PARTICIPATION Chairperson: Ms. Marianne Joyce De Caiman | 1. Inform and invite partner farmers and groups to the event |

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| <p>Co-Chair: Ms. Gemmarie O. Asauro Ms. Maria Fatima B. Estrosas</p> <p>Members: Mr. Julius Nayre Ms. Shantan Bayarcal Mr. Melvin Carcajente</p> | <p>2. Provide assistance to participants in the registration and participation of the different FFD activities as the need arises.</p> |
| <p>19. ARC CONSTRUCTION and DEMOLITION</p> <p>Chairperson: Engr. Mario Valenzona Co-Chair: Prof. Alan B. Loreto Engr. Phloem Galupo</p> <p>Members: Mr. Allan Salentes Mr. Lucio Pole Jr. Arch. Elvin Cabanero Mr. Kim Kenneth Roca PPO Laborers</p> | <p>1. Design and construct the arc. 2. Remove the arc after the event.</p> |
| <p>20. SECURITY AND TRAFFIC FORCE</p> <p>Chairperson: Dr. Julius Abela Co-Chair: Mr. Alex Elorcha Mr. Virgilio Escasinas Mr. Jeremy Caintic Mr. Bert Mendoza</p> <p>Members: Security Force/ ROTC Commandant KABALIKAT group (Dr. Dario Lina), KARANCHO (Mr. Romeo Bertulfo Jr.)</p> | <p>1. Prepare a security plan for the event. 2. Ensure the security of guests and participants. 3. Provide VIP parking 4. Coordinate with local authorities</p> |
| <p>21. FARMERS' PARADE AND COMPETITION, AND SPORTS CONTEST</p> <p>Chairperson: Mr. Jerome Arribado Co-Chair: Engr. Eldon de Padua Members: Ms. Celestial Maniego Dr. Dario Lina Mr. Claudio Ababat Mr. Bobby Valdeviezo Dr. Charise L. Rivera Mr. Junel Ababat Mr. Herbet Rebojo Tao Omega Mu</p> <p>Competition, and awarding Ceremony (Oval Stage)</p> | <p>1. Prepare the parade route 2. Assign marshals for the parade 3. Coordinate Parade Band 4. Oversee the smooth flow of the parade 5. Coordinates with registration Committee Chairperson regarding Competition and awarding of prizes</p> <ul style="list-style-type: none"> - Early Bird Award - Best in Parade Uniform - Most Cheerful Farmers - Most Participated Farmers Association |
| <p>22. MARKET MATCHING AND TECHNOLOGIES EXHIBITIONS</p> <p>Chairperson : Engr. Alan B. Loreto Co-Chairman: Mr. Marlon M. Tambis Members : Research Centers VSU-ATBI and RAISE ATBI Angels</p> | <p>1. Prepare a plan for the activity. 2. Invite resource persons. 3. Prepare the venue. 4. Manage the activity</p> |
| <p>23. FOODS / SNACKS FOR FARMERS</p> <p>Chairperson: Ms. Shirley T. Nayre Co-Chair: Ms. Marilou L. Sta. Iglesia</p> <p>Members: All OVPREI Staff HRTM Students volunteer Emergency Laborers</p> | <p>1. Prepare snacks and meals for the farmers participants 2. Coordinate with the Registration Committee 3. Assign volunteers to assist during the distribution of snacks</p> |

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| 24. HEALTH SERVICES/USHER | | |
| Chairman: | Dr. Elwin Jay Yu | 1. Prepare needed first aid medicines in case of emergency |
| Co-Chair: | Dr. Merry Christ'l T. Supnet-Guinocor | 2. Attend to patient when necessary |
| | Dr. Kristel Venus F. Capuno | 3. Provide Medical Booth and standby Medical Team |
| | Dr. Michelle Tolibas | 4. Provide standby ambulance |
| Members: | Infirmity Staff | |
| | College of Nursing Staff & Students | |
| | Representatives | |