



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Office of the President

16 January 2002

MEMORANDUM CIRCULAR NO. 3
Series of 2002

T O: All Concerned

R E: Working Committees for the 23rd Honors and Awards Convocation and Forum on Anti-Sexual Harassment Law (RA 7877) and Anti-Hazing Law (RA 8049)

The following committees are requested to facilitate the preparation for and conduct of the 23rd Honors and Awards Convocation to be held on February 20, 2002 (morning only) at the Convention Center and the Forum on Anti-Sexual Harassment Law (RA 7877) and Anti-Hazing Law (RA 8049) on February 19, 2002 (afternoon only) at the Gymnatorium.

Steering Committee:

Chairperson: Dr. Paciencia Milan
Co-Chairpersons: Dr. Manuel Palomar
Dr. Nerelito Pascual
Members: Dr. Othello Capuno
Dr. Lina Villacarlos
Dr. Corazon Batoy

Program:

Chairperson: Dr. Perfecto U. Bartolini
Co-Chairperson: Mr. Jerome Labra
Members: IMDC Staff
OSA Staff
Printing Press Staff

Invitation:

Chairperson: Prof. Aurora Alkuino
 Members: OSA Staff

Organizational Awards:

Chairperson: Dr. Corazon Batoy
 Members: OSA Committee on Student Activities

Stage Preparation:

Chairperson: Engr. Nestor Israel
 Co-Chairperson: Prof. Elizabeth Briones
 Members: Mr. Domingo Flandez
 Mr. Junito Panonce

Light and Sound:

Chairperson: Engr. Apolonio Encierto
 Members: Mr. Dominador Poliquit
 LSU Electricians

Hall Preparation/Demolition:

Chairperson: Prof. Remedios Russel
 Co-Chairperson: Engr. Climaco Espina
 Members: Landscaping Staff
 HS Utility Personnel
 PE Utility Personnel

Transportation:

Chairperson: Engr. Celso Gumaod
 Members: Motorpool Staff

Announcement/Streamer/Documentation:

Chairperson: Dr. Rolinda Sanico
 Members: PICRO Staff

Plaque of Appreciation for the Guest Speakers:

Chairperson: Dr. Manuel Palomar
 Members: OVPA Staff

Snacks, Lunch and Accommodation of the Guest Speakers:

Chairperson: Prof. Jesusito Lim
Co-Chairperson: Dr. Nelen Lambert
Members: Guest House Staff

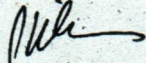
Printing of Certificates for the Honorees:

Chairperson: Dr. Perfecto Bartolini
Co-Chairpersons: Mr. Jerome Labra
Ms. Chona Ampo
Ms. Dinna Albarico
IMDC Staff
Printing Press Staff

Reception/Ushering (including lei & corsage):

Chairperson: Ms. Carmencita Reyes
Co-Chairpersons: Ms. Wenifreda Oclinaria
Prof. Elizabeth Briones
Ms. Flora Mia Duatin
Members: OSA Staff and Dorm Advisers

Your wholehearted cooperation is enjoined.


PACIENCIA P. MILAN
President