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Office of the President

3 September 2010

MEMORANDUM CIRCULAR NO. 44

Series of 2010

TO: All Vice Presidents, College Deans, Center Directors, Department and Office Heads

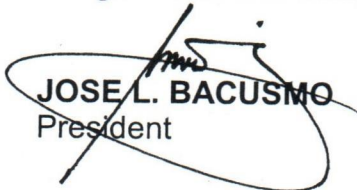
RE: Participation to the Activities of the Philippine Civil Service Month September 2010

September is the Philippine Civil Service Month and this year is the 110th Anniversary Celebration. Hence, as a government institution, the university has lined up a number of activities to commemorate this year's celebration (please see attached sheet). Please direct all your faculty and staff to actively participate in these activities.

To commence the month-long celebration, a university-wide Flag Raising Ceremony and Introduction of New Faculty and Staff are scheduled on September 6, 2010 (Monday) at 8:00 am at the PhilRootcrops. Heads of units with new faculty and/or staff are requested to formally introduce them to the audience during this program. Flag raising ceremonies at different units is suspended as everybody is expected to be present at PhilRootcrops.

For Deans of External campuses, you may likewise conduct similar activities in your respective campuses, if applicable, and require all faculty and staff to participate.

For guidance and compliance.


JOSE L. BACUSMO
President

OPENING PROGRAM
110th Civil Service Anniversary Celebration
PhilRootcrops
September 6, 2010

Part I	Flag Raising Ceremony	PhilRootcrops Grounds
Part II	Opening Program	PhilRootcrops Training Hall
	Invocation	Dr. Antonio Abamo Dean, CME
	Pambansang Awit	Ms. Carmencita Reyes Guidance Coordinator III
	Welcome Remarks	Dr. Oscar B. Posas VP for Academic Affairs
	Intermission	Mr. Noe Pasilaban
	Introduction of New Faculty & Staff Entrants	Academic Dept./Unit Heads & Center Directors
	Message	Dr. Jose L. Bacusmo President
	Intermission	Selected Faculty of College of Nursing
	Closing Remarks	Dr. Roberto C. Guarte VP for Admin & Finance
	Ms. Adelina Carreno Emcee	

SCHEDULE OF ACTIVITIES
Civil Service Month – September 2010

<u>DATE AND TIME</u>	<u>ACTIVITY</u>	<u>VENUE</u>
September 6, 2010 8:00 am	Flag Raising Ceremony	PhilRootcrops Grounds
8:15 am	Opening Program of 110 th Civil Service Anniversary Celebration	PhilRootcrops Training Hall
September 20, 2010 8:00 am	Blood letting	Convention Center
September 21, 2010	Taking of Blood Pressure	VSU Admin. Building
	Orientation on Appointment & Benefits for New Faculty	OVPAF Conference Room
September 28, 2010	Pre-retirement Seminar & Skills Training	CCE
September 23, 2010	Orientation on Procurement	College of Nursing Lecture Hall
September 30, 2010	Parade/Hataw Culmination & Loyalty Awards Giving	VSU New Oval/ Gymnatorium