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Office of the President

20 August 2014

MEMORANDUM NO. 202

Series of 2014

T O: All Concerned

**R E: Working Committees for the Opening Program of the 114th CSC Anniversary
Month-long Celebration & Oath Taking Ceremonies for New Appointees**

The following working committees are hereby created to ensure the success of the Opening Program & Oath Taking Ceremonies on September 1, 2014:

1. Over-all Coordinator

Dr. Roberto C. Guarte	- Chairperson
Dr. Lourdes B. Cano	- Vice-Chairperson
Ms. Teresita L. Quiñanola	- Member

2. Sound System

Engr. Apolonio M. Encierto	- Chairperson
Mr. Claudio Ababat	- Member

3. Stage Preparation including Backdrop

Ms. Teresita L. Quinanola	- Chairperson
All PRPEO Staff	- Members

4. Checking of Attendance & Distribution of Programs

Ms. Asteria A. Sevilla	- Chairperson
All Records Staff	- Members

5. Grass Cutting & Cleaning of Surroundings of the Amphitheater

Mr. Sandro Israel	- Chairperson
All Landscaping Staff	- Member

6. Putting up of Chairs (on Stage & within the Tents)

Engr. Eliezer L. Velasco	- Chairperson
Mr. Felix Abanera	- Member
All Utility Workers of the Administration Bldg.	- Members

6. Program & Invitation to Department Heads & their new appointees

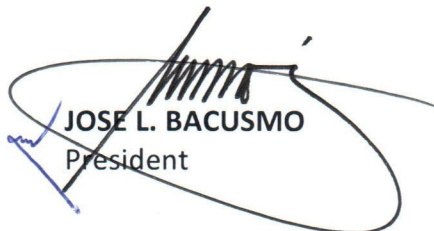
Dr. Lourdes B. Cano	- Chairperson
Ms. Connel D. Antipaso	- Member
Ms. Felicisima Israel	- Member
Ms. Ma. Fe L. Gayanilo	- Member

9. Installation of Tents at the Amphitheater

Mr. Remigio Sanico	- Chairperson
All HELVMU Staff	- Member

Dr. Guarte is requested to meet with committee Chairpersons for planning and coordination.

Please be guided accordingly.


JOSE L. BACUSMO
President