



13 June 2023

MEMORANDUM NO. 657
Series of 2023

T O: Main Campus Officials and Heads, Faculty, and Staff

R E: Postponement of the Consultation Sessions with the VSU Brand Book Task Force regarding the Provisions and Implementation of the Centennial Logo Guidelines

In view of an equally important University activity, the Consultation Sessions with the VSU Brand Book Task Force regarding the Provisions and Implementation of the Centennial Logo Guidelines scheduled on June 16, 2023, Friday will be postponed to **June 19, 2023**, with the following schedules:

Units under OVPSAS, OVPAF, OVPPRGAS	09:00 AM to 10:30 AM
Units under OP, OVPREI, OVPAAs (except academic units)	10:30 AM to 12:00 NN
Academic units under CoEd, CME, CVM, CoN, & CFES	01:00 PM to 2:30 PM
Academic units under CET, CAS, & CAFS	02:30 PM to 4:00 PM

Officials, heads of unit, dDRCs, and other interested faculty and staff are welcome to join in your unit's assigned time. Since snacks will be served, **each unit must RSVP with Engr. Jucel Marie T. Guatlo (jmarieguatlo@vsu.edu.ph) on or before June 14, 2023, Wednesday**. The Task Force will conduct virtual sessions with the VITA Component Campuses also in future dates.

The venue is being arranged and will be later announced directly to the units that confirmed attendance.

After the consultations, the Task Force shall submit a final report to the Office of the President and present all new Centennial unit logos for approval in the next UADCO meeting.

For your guidance and cooperation.

EDGARDO E. TULIN
President