



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Office of the President

8 November 2001

MEMORANDUM CIRCULAR NO. 73
Series of 2001

T O: All LSU Faculty and Staff Concerned
R E: College-wide Christmas Party on December 20, 2001

In the spirit of the yuletide season and to foster unity and wholesome relationship among faculty and staff, a college-wide Christmas Party shall be held on December 20, 2001 at the LSU Gymnatorium.

In view of this, the following working committees shall be created to plan and facilitate the making of the affair a success:

1. Over-all Planning and Coordination

Dr. Manuel K. Palomar	- Chairperson
Dr. Nerelito P. Pascual	- Member
Dr. Othello B. Capuno	- Member
Dr. Jose L. Bacusmo	- Member
Ms. Lourdes B. Cano	- Member
Ms. Norma V. Cala	- Member

2. Hall Preparation/Demolition

Engr. Nestor M. Israel	- Chairperson
All PPO Personnel	- Members

3. Table Arrangement and Coordination with Depts./Centers/Offices

Ms. Norma V. Cala	- Chairperson
Prof. Climaco D. Espina	- Vice Chairperson
All LUAPU & LUPDU Laborers	- Members

4. Food Preparation for BOT Members/Guests

Dr. Nelen P. Lambert	- Chairperson
All Guesthouse Personnel	- Members

5. Parlor Games

Prof. Remedios R. Russel	- Chairperson
All P.E. Staff	- Members

6. Solicitation Committee for Prizes

Ms. Lourdes B. Cano	- Chairperson
Mr. Edgardo L. Dequito	- Member
All SPMD & LSU Cebu Office Staff	- Members

7. Program Preparation & Management

Prof. Lucy B. Paloma	- Chairperson
Ms. Bibiana V. Balbarino	- Member
Ms. Elvira Gorre	- Member

8. Choral Contest

Mr. Jesus Freddy Baldos	- Chairperson
Dr. Isabel Bertulfo	- Member
Dr. Zenaida Dumaguing	- Member
VFA & VAPA Presidents	- Members

9. Stage Decoration

Engr. Mario Lilio Valenzona	- Chairperson
Prof. Elizabeth Briones	- Member
Mr. Domingo Flandez	- Member
All PPO & DOH Laborers	- Members

10. Lights & Sound

Engr. Apolonio Encierto	- Chairperson
Mr. Dominador Poliquit	- Member
All PPO Electricians	- Members

11. Transportation

Engr. Celso Gumaod	- Chairperson
Mr. Florencio Macariola	- Member
Ms. Perseveranda Patolilic	- Member

12. General Utility

Mr. Jaime Pascual	- Chairperson
Mr. Petronilo Nuñez	- Member
Mr. Carlos Valenzona	- Member
Mr. Filadelfo Llano	- Member
Mr. Roberto Pascual	- Member
Mr. Gil Impas	- Member
Mr. Samuel Managbanag	- Member

For this purpose, a meeting among all committee chairmen and members of the over-all planning and coordination committee will be held on November 20, 2001 at 4:00 P.M. OVPA Conference Room. It will be presided by Dr. Manuel K. Palomar.

Your attendance is requested.


PACIENCIA P. MILAN
 President