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Office of the President

November 6, 2009

Memorandum No. 230
Series of 2009

T O : All Concerned

R E : Working Committees for the Training-Seminar on Total Quality Management

In order to ensure the success of the Training- Seminar on Total Quality Management Among VSU Administrative Personnel on November 13-14, 2009, the following working committees are hereby created:

A. Steering Committee

Dr. Jose L. Bacusmo
Dr. Roberto C. Guarte
Dr. Lourdes B. Cano
Ms. Teresita L. Quiñanola

E. Transportation

Chairperson: Mr. Jovenal Belarmino
Co-Chairperson: Mr. Remigio M. Sanico
Members: Ms. Regina C. Bibera
Ms. Merle Gravador

B. Secretariat/ Facilitation

Chairperson: Ms. Ma. Cristina U. Ramirez
Co-Chairperson: Mr. J. Freddy M. Baldos
Members: Ms. Grace G. Lao
Ms. Redempta L. Soria
Ms. Ma. Fe A. Baslan

F. Audio-Visual Equipment Preparation

Chairperson : Engr. Raljie Managbanag
Member: Ms. Elsa M. Umpad

C. Proceedings Preparation

Chairperson : Ms. Bernardita P. Bibera
Co-Chairperson: Ms. Vivian V. Balbarino
Members: Ms. Lourdes C. Managbanag
Mr. Marvin M. Lao

G. Certificate/Program Preparation

Chairperson: Ms. Connel D. Antipaso
Member: Ms. Antonieta D. Israel

D. Meals and Snacks

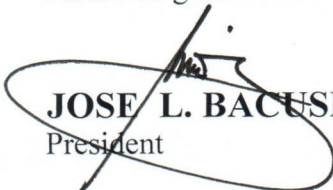
Chairperson : Ms. Rebecca B. Napiere
Members : All Guesthouse Personnel

H. Finance

Chairperson: Dr. Roberto C. Guarte
Co-Chairperson: Ms. Roberta C. Lemos
Member: Ms. Erlinda S. Esguerra

Dr. Roberto C. Guarte is requested to convene the Chairmen of all the Committees.

Please be guided accordingly.


JOSE L. BACUSMO
President