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Office of the President

26 November 2014

Memorandum Circular No. 57

Series of 2014

TO: VSU Faculty Members and Staff

RE: 2014 Christmas Tree & Holy Nativity Lighting Ceremony

Once again to signal the start of the Holiday season in the campus, the Holy Nativity statuette and Christmas Tree in the mall entrance will be lit on **December 1, 2014, 5 o'clock in the afternoon**. Everybody is invited to attend the said activity.

In the spirit of love and thanksgiving, we will share snacks to the spectators, especially the VSU students. To defray expenses on snack items, below is the suggested minimum contribution:

Regular Faculty Members

Instructors	-	P100.00
Assistant Professors	-	150.00
Associate Professors	-	200.00
Professors	-	300.00

Regular Admin. Staff

Salary Grade 12-14	-	100.00
Salary Grade 15-18	-	150.00
Salary Grade 19-23	-	200.00
Salary Grade 24 and up-	-	300.00

All other VSU personnel not categorized above who wish to contribute are most welcomed. Likewise, I would like to appeal to all key officials with RATA to contribute P1,000.00 more. Submit your contribution by department/office/unit to the Office of the President on or before Nov. 28, 2014 (5:00pm).

Thank you for your cooperation and generosity. May the light of this Christmas tree and Holy nativity scene be a symbol of undying hope for all of us!

A blue ink signature of Jose L. Bacusmo, consisting of a stylized 'J' and 'B' followed by the name.
JOSE L. BACUSMO
President