



# Visayas State University

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## Office of the President

15 April 2014

MEMORANDUM NO. 105  
Series of 2014

T O: All Concerned

R E: Working Committees for the 2014 Annual Review of IGP & STF Projects

In order to assess the accomplishments of all income generating projects of the university and to guide the IGP Board of Management in making decisions relative to income generating projects, an IGP Review is scheduled on **April 28-29, 2014** at the **2<sup>nd</sup> Floor of the Center for Continuing Education**. The highlights of this review is the presentation by project manager/in-charge the status of their project, problems met and actions taken and their plans for year 2014 to improve project operations.

To ensure the success of this review, the following committees are hereby created:

**1. Over-all Coordination**

Dr. Edgardo E. Tulin	- Chairperson
Prof. Alan B. Loreto	- Member
Dr. Lourdes B. Cano	- Member
Dr. Marcelo A. Quevedo	- Member

**2. Finance**

Ms. Roberta C. Lemos	- Chairperson
Ms. Erlinda S. Esguerra	- Member

**3. Secretariat/Proceedings Preparation**

Ms. Bernardita P. Bibera	- Chairperson
Ms. Redempta L. Soria	- Member
Ms. Ma. Fe L. Gayanilo	- Member

**4. Facilitation/Registration/Confirmation**

Ms. Ma. Fe L. Gayanilo	-	Chairperson
Mr. Marvin Bandalan	-	Member
Mr. Isabelo P. Bagarinao	-	Member

**5. Venue Preparation and Restoration (including laptop & LCD)**

Ms. Wenifreda T. Oclinaria	-	Chairperson
Mr. Isabelo P. Bagarinao	-	Member
Mr. Reynaldo Pilapil	-	Member
Mr. Ronillo V. Cano	-	Member

**6. Sounds**

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

**7. Snacks & Lunch (for reviewers/panelists & facilitators)**

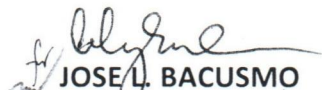
Ms. Wenifreda T. Oclinaria	-	Chairperson
Ms. Honey Sofia V. Colis	-	Co-Chairperson
All Guesthouse Personnel	-	Members

**8. Program, Certificates & Evaluation Forms**

Ms. Connel D. Antipaso	-	Chairperson
Ms. Ma. Fe L. Gayanilo	-	Member

Dr. Tulin is requested to meet with the committee Chairpersons for proper planning and coordination.

Please be guided accordingly.

  
**JOSE L. BACUSMO**  
President *enc 4/15/14*