



4 January 2018

MEMORANDUM NO. 03

Series of 2018

T O: Task Force Committee Chairpersons and Co-Chairperson of the Washington Accord Accreditation

Overall Coordination

Dr. Beatriz S. Belonias (Co-Chairperson)

Dr. Roberto C. Guarte (Co-Chairperson)

Washington Accord Preparation

Dr. Roberto C. Guarte (Chairperson)

Prof. Arthur Tambong (Co-Chairperson)

Prof. Epifania G. Loreto (Co-Chairperson)

Finance Committee

Dr. Remberto A. Patindol (Chairperson)

Ms. Louella C. Ampac (Co-Chairperson)

Program and Invitation

Dr. Editha G. Cagasan (Chairperson)

Ms. Connel D. Antipaso (Co-Chairperson)

Documentation (Video and Print)

Dr. Rotacio S. Gravoso (Chairperson)

Mr. Ulderico B. Alviola (Co-Chairperson)

Multimedia

Engr. Sean O. Villagonzalo (Chairperson)

Mr. Norman O. Villas (Co-Chairperson)

Venue Preparation

Dr. Milagros C. Bales (Chairperson)

Prof. Mario E. Baliad (Co-Chairperson)

Accommodation

Prof. Argina M. Pomida (Chairperson)

Prof. Franciso G. Gabunada, Jr. (Co-Chairperson)

Food

Ms. Honey Sofia V. Colis (Chairperson)

Ms. Josefina M. Larrosa (Co-Chairperson)

Transportation

Engr. Marlon Burlas (Chairperson)

Prof. Francisco G. Gabunada, Jr. (Co-Chairperson)

Socials

Prof. Jesusito L. Lim (Chairperson)

Prof. Alan B. Loreto (Co-Chairperson)

Reception and Ushering

Ms. Wenifreda T. Oclinaría (Chairperson)

Ms. Ma. Niña Corazon C. Ceniza (Co-Chairperson)



Billboards/Tarpaulins/Signages

Dr. Ulysses A. Cagasan (Chairperson)
Ms. Elvira B. Gorre (Co-Chairperson)
Mr. Ulderico Alviola (Co-Chairperson)

Souvenirs and Token

Ms. Honey Sofia V. Colis (Chairperson)
OP Staff (Members)

Secretariat

Dr. Editha G. Cagasan (Chairperson)
Dr. Lualhati M. Noriel (Co-Chairperson)
Ms. Pamela P. Oraño (Co-Chairperson)

Physical Facilities

Engr. Mario Lilio P. Valenzona (Chairperson)

First Aide

Dr. Josephine O. Zafico (Chairperson)
Dr. Merry Christ'I S. Guinocor (Co-Chairperson)

IT Connectivity Installation and Operation

Engr. Sean O. Villagonzalo


R E: Follow-up Meeting in Preparation for the Washington Accord Accreditation

Let us meet **on January 9, 2018, 10:00 AM** at the **Office of the President** to discuss the following:

1. Update about the preparation for the Washington Accord Accreditation
2. Progress on the preparation of the Self Study Report and the needed supporting documents
3. Other matters

It is suggested that the Chairperson for each task force will meet the members of his/her committee before the scheduled meeting on January 9 to evaluate the progress of their preparation.

Your personal presence is enjoined.


EDGARDO E. TULIN
President