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Office of the President

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MEMORANDUM CIRCULAR NO. 51

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T O: All VSU Faculty and Staff

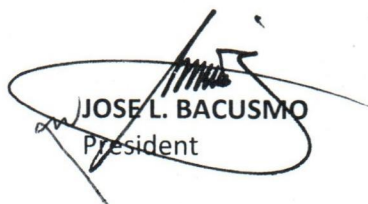
R E: Observance of the 111th Philippine Civil Service Month Celebration

The university joins the entire Philippine bureaucracy in celebrating the 111th Philippine Civil Service Anniversary month. Attached is the Schedule of Activities for your guidance.

All VSU faculty and staff should attend the Flag Raising Ceremony on Monday, September 5, 2011 and participate in all the activities lined-up for the month long celebration. Department/Office Heads and Center Directors are requested to introduce the new faculty/staff of their respective offices after the Flag Raising Ceremony. During the Culmination Program, the university will give Special Awards to individuals or groups who will participate in the parade and Loyalty Award to the faculty/staff.

All College Deans, Department Heads and Center Directors are directed to ensure full participation of faculty and staff in their respective offices. Attendance will be checked by Mr. Simeon Sedrome.

For compliance.


JOSE L. BACUSMO
President

SCHEDULE OF ACTIVITIES DURING THE 111TH PHILIPPINE CIVIL SERVICE ANNIVERSARY MONTH CELEBRATION

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| <p>Sept. 5, 2011
8:00 a.m.</p> | <ul style="list-style-type: none"> - Flag Raising Ceremony and Introduction of new Faculty & Staff Amphitheater (<i>Coordinator: Dr. Lourdes B. Cano</i>) |
| <p>Every Tuesdays & Thursdays starting Sept. 6</p> | <ul style="list-style-type: none"> - Hataw & Dance Exercise
(<i>Coordinator: Prof. Vicente B. Antipaso</i>) |
| <p>Every Wednesday starting Sept. 7</p> | <ul style="list-style-type: none"> - Blood Pressure Monitoring
(<i>Coordinator: Ms. Remedios Capacio</i>) at the following offices:
Administration Building, OVPRE, DCDE, VLHS |
| <p>Sept. 9, 2011</p> | <ul style="list-style-type: none"> - Health Awareness Forum on Hypertension, Diabetes Mellitus & its Implications (<i>Coordinator: Dr. Elwin Jay V. Yu</i>) - Seminar on Computation of Grades Among New Instructors |
| <p>Sept. 10, 2001</p> | <ul style="list-style-type: none"> - Mini-lecture of the Bangko Sentral ng Pilipinas on New Generation Currency (<i>Coordinator: Prof. Manolo B. Loreto, Jr.</i>) |
| <p>Sept. 12, 2011</p> | <ul style="list-style-type: none"> - Seminar on Preparation of Performance Rating Report Among Security Guards using the PMES Output Table |
| <p>Every morning only starting Sept. 12</p> | <ul style="list-style-type: none"> - Pap Smear Testing (<i>Coordinator: Dr. Josephine Zafico</i>)
Note: Patient to pay cost of laboratory test |
| <p>Sept. 15, 2011</p> | <ul style="list-style-type: none"> - Seminar on Public Accountability & Customer Service Among VSU Drivers (<i>Coordinator: Dr. Lourdes B. Cano</i>) |
| <p>Sept. 20, 2011</p> | <ul style="list-style-type: none"> - Seminar on Personality Development for Administrative Personnel (<i>Coordinator: Dr. Lourdes B. Cano</i>) |
| <p>Sept. 22, 2011</p> | <ul style="list-style-type: none"> - Seminar on Lean Management in the Public Sector
(<i>Prof. Alan B. Loreto</i>) |
| <p>Sept. 30, 2011</p> | <ul style="list-style-type: none"> - Culmination and Awarding of Loyalty Awards
(<i>Coordinators: Dr. Roberto C. Guarte & Dr. Lourdes B. Cano</i>) - Fun Run (<i>Coordinator: Prof. Vicente B. Antipaso</i>) |
| <p>To be arranged</p> | <ul style="list-style-type: none"> - Health Awareness Forum on Cancer and its Management
(<i>Coordinator: Dr. Elwin Jay V. Yu</i>) |