



Visayas State University

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Office of the President

21 November 2014

MEMORANDUM NO. 251

Series of 2014

T O: All Concerned

R E: Working Committees for the Awarding Program to VSU of a Certificate of Accreditation/Revalidation Under PRIME-HRM by the Civil Service Commission

The following committees are hereby created to make the above-mentioned activity a success:

1. **Over-all Coordinator**
 - Atty. Rysan Guinocor - Chairperson
 - Ms. Teresita L. Quiñanola - Vice-Chairperson
 - Ms. Lourdes Managbanag - Member
2. **Sound System**
 - Engr. Apolonio Encierto - Chairperson
 - Mr. Claudio Ababat - Member
3. **Stage Preparation including Backdrop**
 - Ms. Teresita L. Quinanola - Chairperson
 - All PRPEO Staff - Members
4. **Checking of Attendance & Distribution of Program/Memorandum**
 - Ms. Asteria Sevilla - Chairperson
 - All Records Staff - Members
5. **Accommodation of CSC Director**
 - Ms. Felicisima Israel - Chairperson
 - Ms. Ma. Fe L. Gayanilo - Member
6. **Transportation**
 - Mr. Jovenal Belarmino - Chairperson
 - Mr. Felix Abanera - Member
7. **Meals of Guest & snacks to participants**
 - Ms. Honey Sofia Colis - Chairman
 - All Guesthouse/Pavilion Staff - Members
8. **Program & Certificate of Appreciation**
 - Ms. Connel Antipaso - Chairperson
 - Ms. Ma. Fe L. Gayanilo - Member
9. **Documentation**
 - Mr. Jesus Freddy Baldos - Chairperson
 - Ms. Sheila Marie Lemos - Member

Atty. Guinocor is requested to immediately meet the Committee Chairpersons to discuss their work assignments.

Please be guided accordingly.


JOSE L. BACUSMO
President