



5 February 2024

MEMORANDUM CIRCULAR NO. 22
Series of 2024

T O: All Concerned

**R E: Working Committees for the Ceremonial Marking of VSU's Centennial
Heritage Sites**

The Ceremonial Marking of VSU's Centennial Heritage Sites will be held on February 19, 2024. To ensure the success of the activity, you are hereby designated to compose the attached working committees. The Committee Chairpersons are advised to meet with their respective groups to plan their course of action relative to their assignment.

Please be guided accordingly.

DANIEL LESLIE S. TAN
OIC-President

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WORKING COMMITTEE
ON THE CEREMONIAL MARKING OF VSU'S CENTENNIAL HERITAGE SITES
 Event Schedule: February 19, 2024 (Tentative Time and Venue - 9:00 AM – VSU Balai Alumni Frontage)

STEERING COMMITTEE

Chairman Dr. Daniel Leslie S. Tan
 Co-Chair Dr. Edgardo E. Tulin
 Members Dr. Beatriz S. Belonias
 Dr. Dennis P. Peque
 Dr. Aleli A. Villocino
 Dr. Dilberto O. Ferraren

Members Ms. Josefina M. Larrosa
 Ms. Elmera Y. Bañoc
 DTHM Major Students

PROMOTION AND PUBLICITY

Chairman Dr. Ulderico B. Alviola
 Members DYDC Staff
 UIMC Staff
 DECSO Students

OVERALL EVENT MANAGEMENT

Chairman Dr. Jude Nonie A. Sales
 Co-Chair Mr. Roden D. Troyo
 Mr. Randy Omega
 Members Dr. Christina A. Gabrillo
 Mr. Christian Bacolod
 Ms. Mariane U. Dela Peña
 VSU Landscape Personnel
 Selected DTHM Faculty & Students
 Mr. Paul Vincent Fornis &
 UIMC Staff
 Engr. Marlon Burlas

BUDGET AND FINANCE

Chairman Ms. Louella C. Ampac
 Co-Chair Ms. Alicia M. Flores
 Members Budget and Finance Office Staff
 OVPAF Staff
 Procurement Office Staff

TRANSPORTATION

Chairman Engr. Marlon G. Burlas
 Co-Chair Mr. Vincent Paul Asilom
 Members VSU Drivers

SENDING OUT INVITATION AND PROGRAM

Chairman Dr. Allen Glennie P. Lambert
 Co-Chair Ms. Ma. Elsa M. Umpad
 Members Ms. Ganessa Rose L. Gongora
 Ms. Les Andre B. Pamaos

USHERING OF GUESTS AND ATTENDEES

Chairman Dr. Nancy D. Abunda
 Co-Chair Mr. Randy Omega
 Members Mr. Alexander L. Cabral
 Selected DTHM Faculty
 DTHM Major Students

PROGRAM AND HOSTING

Chairman Dr. Maria Vanessa E. Gabunada
 Co-Chair Ms. J-Annie G. Ebit
 Dr. Annie Parmis
 Members Ms. Annie Famela Rodriguez
 Ms. Mariana U. De la Peña
 Ms. Corazon A. Padilla
 Ms. Kathleen Valencia

MEALS, SNACKS AND COCKTAILS

Chairman Mr. Alexander L. Cabral
 Co-Chair Ms. Arrah Mae Godoy
 Members VSU Guest House and Pavilion
 Personnel

MARKER SITE PREPARATION

Chairman Mr. Roden D. Troyo
 Co-Chair Engr. Marlon Burlas
 Members VSU GSO Landscaping Personnel
 VSU GSO Carpenters,
 Welders, Painters
 Paul Vincent Fornis & UIMC Staff
 VSU Drivers

PEACE AND ORDER

Chairman Dr. Julius V. Abela
 Co-Chair Dr. Elwin Jay Yu
 Members VSU Security Force
 USHER/CON Staff

PREPARATION OF LEIS, RIBBONS & TOKENS

Chairman Ms. Louella C. Ampac

FIRST AID AND MEDICAL ASSISTANCE

Chairman Dr. Elwin Jay V. Yu
 Co-Chair Dr. Merry Christ'l S. Guinocor
 Members Dr. Venus F. Capuno
 Dr. Michelle Tolibas
 USHER/CON Staff