



Visayas State University

Visca, Baybay City, Leyte 6521-A

Phone: +63 53 335 2600 Fax: +63 53 335 2601

Website: www.vsu.edu.ph

Office of the President

21 April 2014

Memorandum No. 107

Series of 2014

TO: Dr. Editha G. Cagasan
Dr. Christina Gabrillo
Ms. Louella Tambis
Ms. Jennifer E. Ando
Ms. Marissa M. Cano
Ms. Sheila Lemos
Ms. Carmela A. Yamada
Mr. Jesus Freddie M. Baldos
Ms. Faye Aileen S. Mascariñas
Mr. Genaro E. Godoy
Ms. Nicole N. Florentino
Ms. Mary Jane J. Jabines

RE: Composition of the Documentation Committee for the 11th International Agricultural Engineering Conference & Exhibition and 64th PSAE Annual National Convention at VSU Main Campus on 21-25 April 2014

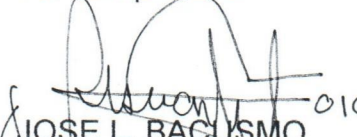
Please be informed that you are hereby designated members of the Documentation Committee for the 11th International Agricultural Engineering Conference & Exhibition and 64th PSAE Annual National Convention at Visayas State University, Visca, Baybay City, Leyte. The activity will be on 21-25 April 2014 but the work of the committee will be from 8:00 A.M. of 22 April until 12:00 noon of 24 April 2014 only.

Dr. Editha G. Cagasan and Dr. Christina Gabrillo are hereby designated Chairperson and Co-Chairperson of the committee, respectively.

Please coordinate with Prof. Arthur It. Tambong of the Department of Agricultural Engineering for the details of the activity and extent of work of the committee.

Inasmuch as all the documentations will be brought to PSAE Head Office, Manila, on 26 April 2014, kindly submit the electronic files of your consolidated documentation outputs to Prof. Arthur Tambong on or before 5:00 P.M. of 25 April 2014.

For compliance.


JOSE L. BACUSMO
President

cc: Dr. Roberto C. Guarte, OVPAF
Prof. Arthur It. Tambong, DAE