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Office of the President

28 August 2014

MEMORANDUM NO. 209

Series of 2014

T O: All Concerned

GONZALES, EDNA L.	CFES
CODOG, JANET LESLIE EVELYN S.	CON
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GUMBA, POLICARPO JR. C.	DAS
CAPRICHO, JOSEROSE B.	DASS
LUMACAD, ANICETA M.	DASS
TABINAS, JULIA A.	DBM
GUCELA, MARIFE G.	DBS
VERGARA, RAFAEL JR. B.	DCST
SUGANOB, CARLITO O.	DFST
ARABIANA, REINA S.	DLABS
NAYRE, GILDA P.	DLABS
ARPOCEPLE, DAHLIA	DMPS
BASLAN, MARIA FE A.	DMPS
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ANDRES, DALISAY F.	DOE
DURAN, GILDA D.	DOH
FILIPINO, CARMELA G.	DOPAC
ORQUILLA, MARILYN A.	DTE
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MANAGBANAG, ARACELI M.	IHK
CERNA, MIZAEAL B.	ISRDS
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SECO, MA. HELEN P.	NARC
MALASAGA, EDRALIN M.	NCRC
URDANETA, PAMELA H.	NCRC
ISRAEL, FELICISIMA P.	ODAHRD
GAYANILO, MA. FE L.	ODAHRD
SEVILLA, ASTERIA A.	ODAHRD
MIRAFLORES, MA. ROBERTA S.	ODF
DIAZ, FE REMEDIOS L.	ODREX
SUBERE, MARIA VERJIE Q.	ODREX

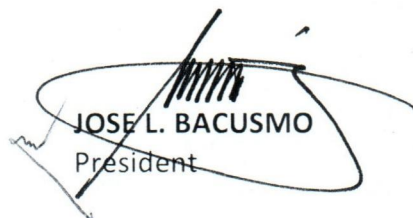
DUATIN, CECIL JOY Y.	OGS
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ABOGADIE, EDITHA R.	DPM
CRUZ, ANTONETTE S.	DME
YAMON, VALERIE	DAE
TAN, GIDEON NEIL	DBM
ISRAEL, EDDIE M.	DYAC

R E: Appointment as Evaluation Facilitator

By virtue of the authority vested in me by the VSU Board of Regents and upon the recommendation of the Committee to Conduct Evaluation of Faculty Members, you are hereby appointed as EVALUATION FACILITATOR for 1st Semester, SY 2014-2015.

Anent to your appointment you shall perform the following duties and responsibilities:

1. Conduct evaluation of faculty members in a most secured and accurate manner giving the class a brief introduction/rationale of the evaluation process.
2. Report to your area of assignment as scheduled.
3. Properly turnover to OVPI all accomplished and unaccomplished evaluation instruments within the day the evaluation was conducted.
4. Performs other functions in relation to the teaching performance evaluation by students assigned by OVPI.


JOSE L. BACUSMO
 President