



# LEYTE STATE UNIVERSITY

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*Office of the President*

17 November 2004

## MEMORANDUM CIRCULAR NO. 79

Series of 2004

**T O: All LSU Faculty and Staff Concerned**

**R E: University-Wide Christmas Party on December 20, 2004**

In the spirit of the yuletide season and to foster unity and wholesome relationship among faculty and staff, a university-wide Christmas Party shall be held on December 20, 2004 at the LSU Gymnasium.

In view of this, the following working committees are created to plan and facilitate the successful conduct of this affair:

### 1. Over-all Planning and Coordination

Dr. Manuel Palomar	-	Chairperson
Dr. Jose Alkuino, Jr.	-	Co-Chairperson
Dr. Jose Bacusmo	-	Co-Chairperson
Prof. Thelma Zafra	-	Member
Dr. Isabel Bertulfo	-	Member
Ms. Norma Cala	-	Member
Dr. Lourdes Cano	-	Member
Deans of Colleges	-	Members

### 2. Hall Preparation/Demolition

Engr. Nestor Israel	-	Chairperson
Engr. Mario Lilio Valenzona	-	Co-Chairperson
All PPO Personnel	-	Members

### 3. Transportation Committee

Engr. Celso Gumaod	-	Chairperson
Mr. Florencio Macariola	-	Member
Ms. Perseveranda Patolilic	-	Member

### 4. Groupings, Table Arrangement & Coordination w/ Dept./Centers/Offices

Ms. Norma Cala	-	Chairperson
Dr. Edgardo Tulin	-	Co-Chairperson
Dr. Jose Bacusmo	-	Co-Chairperson
Dr. Juan Labra	-	Co-Chairperson
All LUPDU Laborers	-	Members

### 5. Food Preparation for Guests

Dr. Nelen Lambert	-	Chairperson
All Guest House Personnel	-	Members

### 6. Parlor Games

Prof. Aleli Villocino	-	Chairperson
All IHK Staff	-	Members

**7. Solicitation Committee for Prizes**

Dr. Lourdes Cano	-	Chairperson
Ms. Ma. Cristina Ramirez	-	Co-Chairperson
All Property Office Personnel	-	Members
All PSO Personnel	-	Members
LSU Cebu Office Staff	-	Members

**8. Program Preparation & Management**

Prof. Daniel Tudtud, Jr.	-	Chairperson
Ms. Bebiana Balbarino	-	Member
Ms. Zenaida Gerona	-	Member
Ms. Antonieta Israel	-	Member

**9. Contest Committee**

Prof. Thelma Zafra	-	Chairperson
Mr. Jesus Freddy Baldos	-	Co-Chairperson
Dr. Isabel Bertulfo	-	Member
Prof. Ophelia Velarde	-	Member
Mr. Ludito Ramirez	-	Member
All CAC Staff	-	Members
LSU VFA & VAPA President	-	Members

**10. Stage Decoration**

Engr. Mario Lilio Valenzona	-	Chairperson
Prof. Milagros Bales	-	Member
Prof. Elizabeth Briones	-	Member
Mr. Domingo Flandez	-	Member
All PPO & DOH Laborers	-	Members

**11. Light and Sound**

Engr. Apolonio Encierto	-	Chairperson
Mr. Dominador Poliquit	-	Member
All PPO Electrician	-	Member

**12. General Utility (including cleaning of Gymnatorium CR & surroundings)**

Engr. Nestor Israel	-	Chairperson
Mr. Eduardo Asilom	-	Member
Mr. Jose Capuno	-	Member
Mr. Francisco Valenzona	-	Member
Mr. Petronilo Nuñez	-	Member
Mr. Carlos Valenzona	-	Member
Mr. Felix Abanera	-	Member
Mr. Filadelfo Llano	-	Member
Mr. Roberto Pascual	-	Member
Mr. Gil Impas	-	Member
Mr. Mario Bantugan	-	Member
Mr. Peter Belarmino	-	Member
Mr. Jerry Posas	-	Member
Mr. Siegfredo Bande	-	Member

For this purpose, a meeting among all committee Chairpersons and the Co-Chairpersons and Members of the Over-all Planning and Coordination Committee will be held on November 19, 2004 at 3:00 p.m. OVPAF Conference Room. It will be presided by Dr. Manuel K. Palomar.

Please be guided accordingly.

  
**PACIENCIA P. MILAN**  
President