



Visayas State University

Visca, Baybay City, Leyte 6521-A Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601

Website: www.vsu.edu.ph

Office of the President

5 August 2013

MEMORANDUM NO. 198

Series of 2013


T O: All Concerned

R E: Working Committees for RAPPLER'S #MoveLeyte Chat Series in VSU

Rappler, through its citizen journalism arm called Move.PH, will once again hold its Social Media for Social Change Chat Series here in VSU. Dubbed #MoveLeyte2, the 11th of the chat series will be held on Aug 9, 2013, 1:00-6:00 pm, at the VSU Convention Center.

To ensure the successful conduct of this regional activity, you are hereby designated to compose the different working committees for this event. Please see the attached list. The committee Chairpersons are requested to attend a meeting on August 7 (9am) at the Office of the President to discuss and finalize necessary preparations.

Thank you for your cooperation.


JOSE L. BACUSMO
President *mc 8/6/13*

Working Committees for #Moveleyte2

Committee	Tasks
Steering Committee Chairperson: Dr. Jose L. Bacusmo Co-chairperson: Prof. Alan B. Loreto Members: Ulderico B. Alviola Jed Asaph D. Cortes	<ul style="list-style-type: none"> Oversee and ensure the efficient operation of the different committees
Food and Accommodation for Rappler Team Chairperson: Prof. Alan B. Loreto Co-chairperson: Ms. Honey Colis Members: VSU Guest House, Apartelle Staff	<ul style="list-style-type: none"> Serve food to Rappler team Provide accommodation
Accommodation and Handling for Event Guests Chairperson: Ms. Junette Dawn Baculfo Co-chairperson: Ms. Luriz M. Tolorio Members: Selected DeCSO members	<ul style="list-style-type: none"> Send invitations to Eastern Visayas schools and agencies Arrange for accommodation of participants Act as handlers for delegations
Lights and Sounds Chairperson: Engr. Nestor Israel Co-chairperson: Engr. Apolonio Encierto Members: Selected GSO Members	<ul style="list-style-type: none"> Install Klieg lights and sounds at the VSU Convention Center and
Multimedia and Internet Connectivity Chairperson: Dr. Roberto Guarte Co-chairpersons: Prof. Winston Tabada Engr. Sean Villagaonzalo Members: Norman Villas Selected DCST & ICTU staff	<ul style="list-style-type: none"> Coordinate with Bayan for temporary transfer of VSU and DCST lease lines, and new Globe lease lines for Rappler event and live newscast. Install 2 LCD projectors for display, and LED monitor
Hall Preparation Chairperson: Prof. Mario Baliad Co-chairperson: Ms. Luriz Tolorio (DeCSO) Members: Selected DeCSO members	<ul style="list-style-type: none"> Decorate the Convention Center with plants Install furniture as part of set (sofa, table) Prepare chairs Dismantle after event
Transportation Chairperson: Mr. Jovenal Belarmino Members: Selected VSU Drivers	<ul style="list-style-type: none"> Fetch guests from airport to VSU, around VSU and back to airport during stay
Documentation (Photo and Video) Chairperson: Dr. Wolfreda T. Alesna Co-chairperson: Mr. Jesus Freddy Baldos Members: Mr. Genaro Godoy Ms. Shiela Lemos Selected Amaranth staff (c/o Kim Roca)	<ul style="list-style-type: none"> Cover the event, write news, take photos and videos
New Media Chairperson: Mr. Jed Asaph Cortes Members: DevCom ECT Majors Selected Amaranth staff	<ul style="list-style-type: none"> Provide real-time updates of the event online