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Office of the President

28 May 2014

MEMORANDUM NO. 130

Series of 2014

T O: All Concerned

**R E: Working Committees for the Supervisory Development Course on
June 9-11, 2014**

To ensure the success of the Supervisory Development Course on June 9 – 11, 2014, the following working committees are hereby created:

1. Over-all Coordination:

Dr. Roberto C. Guarte	- Chairperson
Dr. Lourdes B. Cano	- Member
Atty. Rysan C. Guinocor	- Member

2. Program and Certificates

Ms. Connel D. Antipaso	- Chairperson
Ms. Lourdes C. Managbanag	- Member

3. Venue, Sounds and Multimedia

Ms. Asteria A. Sevilla	- Chairperson
Mr. Alex P. Bagarinao	- Member
Mr. Felix C. Abanera	- Member

4. Documentation/Publication

Mr. Jesus Freddy M. Baldos	- Chairperson
Ms. Sheila Marie C. Lemos	- Member

5. Secretariat/Facilitation

Ms. Miriam M. De la Torre	- Chairperson
Ms. Ma. Fe L. Gayanilo	- Member

6. Snacks, Accommodation & Food for CSC Resource Persons

Ms. Honey Sofia V. Colis	- Chairperson
Guest House Personnel	- Members

7. Proceedings Preparation

Ms. Epifania G. Tudit	- Chairperson
Ms. Ma. Fe L. Gayanilo	- Member

8. Reproduction of SDC Materials from CSC

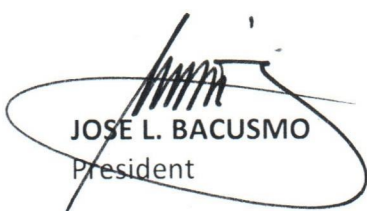
Ms. Asteria A. Sevilla	- Chairperson
Mr. Felix C. Abanera	- Member
Ms. Graciana M. Espinosa	- Member

9. Transportation and Utility Services

Mr. Jovenal B. Belarmino	- Chairperson
Mr. Felix C. Abanera	- Member

Dr. Guarte is requested to convene all committee Chairpersons as soon as possible.

Please be guided accordingly.


JOSE L. BACUSMO
President