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Office of the President

18 February 2014

MEMORANDUM NO. 16

Series of 2014

T O: All Concerned

R E: Working Committees for the Faculty Development Planning Review

To ensure the success of the Faculty Development Planning Review on February 20-21, 2014 at the 2nd Floor of the Center for Continuing Education (CCE) Building, following committees are hereby created:

1. Over-all Coordination

Dr. Edgardo E. Tulin - Chairperson
Dr. Lourdes B. Cano - Member

2. Registration

Ms. Ma. Fe L. Limsiaco-Gayanilo - Chairperson
Ms. Felicisima P. Israel - Member

3. Proceedings/Facilitation

Ms. Epifania G. Tudtud - Chairperson
Ms. Bernardita P. Bibera - Member
Ms. Redempta L. Soria - Member
Ms. Wenifreda T. Oclinaria - Member

4. Program & Certificates

Ms. Connel D. Antipaso - Chairperson Ms. Ma. Fe L. Limsiaco-Gayanilo - Member

5. Snacks for Participants

Ms. Wenifreda T. Oclinaria - Chairperson
Ms. Honey Sofia V. Colis - Member
Guest House personnel - Members

6. Sounds/Multi-Media

Engr. Apolonio M. Encierto - Chairperson Mr. Claudio R. Ababat - Member

7. Venue Preparation & Restoration

Ms. Juvy Calleja - Chairperson
Mr. Felix C. Abanera - Member
Mr. Alex P. Bagarinao - Member
Mr. Anthony Astorga - Member

Dr. Tulin is requested to convene all Chairpersons of the above-listed committees the soonest possible time.

Please be guided accordingly.

JOSE L. BACUSMO

President /