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Office of the President

13 September 2013

MEMORANDUM NO. 223

Series of 2013

T O: All Concerned

**R E: Working Committees for the Workshop on Preparing a Proposed
Standard Staffing Pattern for a Research University on *Sept. 30 - Oct. 1, 2013***

To ensure the success of the Workshop on Preparing a Proposed Standard Staffing Pattern for a Research University on *Sept. 30 - Oct. 1, 2013* as part of the university's activities to celebrate the 113th Anniversary of the Philippine Civil Service, the following working committees are hereby created:

- 1. Over-all Coordination:**
 - Dr. Roberto C. Guarte - Chairperson
 - Dr. Othello B. Capuno - Co-Chairperson
 - Dr. Lourdes B. Cano - Member
 - Prof. Rosa Ophelia D. Velarde - Member
- 2. Program & Certificates:**
 - Ms. Connel D. Antipaso - Chairperson
 - Ms. Ma. Fe L. Gayanilo - Member
- 3. Venue, Sounds & Multimedia:**
 - Mr. Simeon Sedrome - Chairperson
 - Mr. Alex Bagarinao - Member
 - Mr. Felix Abanera - Member
- 4. Documentation:**
 - Mr. Jesus Freddy Baldos - Chairperson
 - Ms. Sheila Marie Lemos - Member

5. Secretariat/Facilitation:

Ms. Ma. Virgie Q. Subere	- Chairperson
Ms. Ma. Fe L. Gayanilo	- Member

6. Snacks:

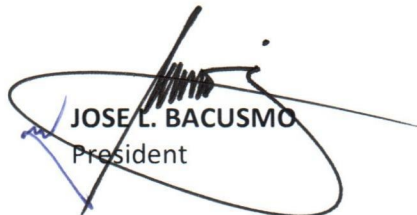
Ms. Honey Sofia V. Colis	- Chairperson
Guest House Personnel	- Members

7. Proceedings Preparation:

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

Dr. Guarte is requested to convene all Chairpersons of the above-listed committees as soon as possible.

Please be guided accordingly.


JOSE L. BACUSMO
President