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Office of the President

29 January 2013

MEMORANDUM NO. 20

Series of 2013

T O: All Concerned

R E: Working Committees for the EHEM Anti-Corruption Sensitivity Seminar Workshop and Commitment Building Ceremony

To ensure the success of the "EHEM Anti-Corruption Sensitivity Seminar Workshop and Commitment Building Ceremony on February 7 – 8, 2013, the following working committees as hereby created:

1. Over-all Coordination

Dr. Roberto C. Guarte	-	Chairperson
Dr. Lourdes B. Cano	-	Member
Prof. Alan B. Loreto	-	Member

2. Coordination with CSC re: details of the preparation

Dr. Lourdes B. Cano	-	Chairperson
Ms. Lourdes C. Managbanag	-	Member

3. Registration & Secretariat (to coordinate with CSC)

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

4. Program & Certificates

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

5. Venue, Sounds and Multi-Media Equipment

Mr. Simeon P. Sedrome	-	Chairperson
Mr. Claudio Ababat	-	Member
Mr. Felix Abanera	-	Member

6. Documentation

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

7. Snacks including Meals for CSC Trainors

Ms. Honey Sofia V. Colis	-	Chairperson
Prof. Alan B. Loreto	-	Member
Guest House Personnel	-	Members

8. Token for Guests

Ms. Honey Sofia V. Colis	-	Chairperson
OP Staff	-	Members

9. Finance


Ms. Roberta C. Lemos	-	Chairperson
Ms. Anita G. Godoy	-	Member
Ms. Erlinda S. Esguerra	-	Member

10. Transportation

Mr. Remigio M. Sanico	-	Chairperson
Mr. Jovenal B. Belarmino	-	Member

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

Please be guided accordingly.

for: 
JOSE L. BACUSMO
President *orc 1/31/13*