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; email: op@vsu.edu.ph

Office of the President

7 December 2011

MEMORANDUM CIRCULAR NO. __69__
Series of 2011

T O: All VSU Faculty and Staff Concerned

R E: University-Wide Christmas Party on December 16, 2011

In the spirit of the Yuletide Season, the **VSU Main Campus** will again hold the **University-Wide Christmas Party** on **December 16, 2011, 6:00 PM** at the **VSU Gym.**

In view of this, the attached working committees are organized to plan and facilitate the successful conduct of this affair.

Chairpersons are requested to meet their members as soon as possible to discuss their respective assignments.

Please be guided accordingly.

JOSE L. BACUSMO
President

Working Committees
University-wide Christmas Party

Steering:

Chairperson:	Dr. Jose L. Bacusmo
Co-Chairpersons:	Dr. Roberto C. Guarte
	Dr. Edgardo E. Tulin
	Dr. Oscar B. Posas
	Dr. Othello B. Capuno
	Ms. Roberta C. Lemos

Program & Invitation of Live Band:

Chairperson:	Prof. Alan B. Loreto
Co-Chairperson:	Ms. Honey Sofia V. Colis
Members:	OP Staff

Food for Invited Guests:

Chairperson:	Ms. Rebecca B. Napiere
Co-Chairperson:	Dr. Eunice I. Beray
Members:	Guest House Staff
	Selected HRTM Students

Raffle Draw & Prizes:

Chairperson:	Dr. Lourdes B. Cano
Co-Chairperson:	Ms. Jeanette B. Israel
Members:	Engr. Alex Tulin
	Ms. Ma. Fe Limsiaco
	Ms. Asteria A. Sevilla

Sounds & Lights:

Chairperson:	Engr. Apolonio Encierto
Members:	General Services Staff

Venue Preparation & Demolition:

Chairperson:	Engr. Nestor M. Israel
Co-Chairperson:	Engr. Mario Valenzona
Members:	PPO Staff

Stage Decorations:

Chairperson:	Prof. Mario Baliad
Co-Chairperson:	Mr. Domingo Flandez
Members:	Landscaping Personnel

Transportation:

Chairperson:	Mr. Remegio Sanico
Co-Chairperson:	Mr. Jovenal Belarmino
Members:	Ms. Perseveranda Patolilic
	VSU Drivers

Peace & Order:

Chairperson:	Engr. Celso F. Gumaod
Members:	VSU Security Force