Republic of the Philippines

**Surigao del Sur State University**

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**MEMORANDUM ORDER NO**. **10-021-2019**

**TO : Hussein M. Alawi, Roel T. Lim, MPA, Dr. Evelyn T. Bagood,**

**Dr. Jocelyn B. Panduyos, Dr. Ma. Cristina S. De La Serna, Dr. Abundio C. Miralles, Dr. Mardie E. Bucjan, Dr. Gerry B. Estrada, Ms. Aida C. Osorio, Dr. Alex S. Ladaga, Dr. Ernesto T. Buniel, Dr. Romeo A. Patan, Dr. Pastor B. Salera, Dr. Ermie Lux L. Matildo, Ms. Joan M. Zartiga, Rgc, Mr. Rene Q. Diaz, Dr. Carla Jeane P. Roz, Melbrick A. Evaliar, Josephine Bulilan**

**FROM : University President III**

**SUBJECT : Convening the Members of The Review Committee On**

**Manuals Development for The Review of Cite Manuals**

**DATE : October 21, 2019**

Following the request of the College of Information and Technology Education (CITE) the review of the draft College Handbook, ITE College Manual, and ICT Unit Manual and pursuant to SDSSU Board Resolution No. 069, series of 2018, creating the Manuals Development Committee, the Committee on Manuals Review is hereby instructed to convene and attend to the said request on October 23-24, 2019 at the Old Boardroom, SDSSU Tandag Campus. The members including the support personnel assigned to compose the review and evaluation are the following:

Chair : Hussein M. Alawi

Co-Chair : Roel T. Lim, MPA

Members : Dr. Evelyn T. Bagood Dr. Alex S. Ladaga

Dr. Jocelyn B. Panduyos Dr. Ernesto T. Buniel

Dr. Ma. Cristina S. de la Serna Dr. Romeo A. Patan

Dr. Abundio C. Miralles Dr. Pastor B. Salera

Dr. Mardie E. Bucjan Dr. Ermie Lux L. Matildo

Dr. Gerry B. Estrada Ms. Joan M. Zartiga, RGC

Ms. Aida C. Osorio Mr. Rene Q. Diaz

Secretariat : Dr. Carla Jeane P. Roz

Encoders : Melbrick A. Evaliar

Josephine Bulilan

Aside from the representative of the concerned college, the committee may also invite representative/s or resource person/s from other units or campuses, if necessary. The committee is expected to submit their recommendation to the Manuals Development Managing Board (MDMB) as soon as the review process is completed.

For information and compliance of all concerned.

**BACELEDES R. ESTAL, Ph.D.**

University President III