

Working Committees

COMMITTEE	DESIGNATION	DUTIES AND RESPONSIBILITIES
Admin	Chairman: Sophia Andrea Goyena Secretary: Louise Christian Brutas Members: Diosa Fernandino Jia Arimado	<ul style="list-style-type: none"> • Oversees the overall direction of the organization • Makes final decisions on major event plans and budget • Ensures smooth coordination among committees • Represents the organization in official matters
Venue Preparation	Chairman: Trisha Chen Members: Marivel Volante Rey Valenzuela Jabet Luna	<ul style="list-style-type: none"> • Secures and organizes event venues • Coordinates seating arrangements and stage setup • Ensures venue safety and accessibility • Works with decorations and layout teams
Program and Invitation	Chairman: Ashley Mirandilla Members: Lanie Cortez George Suarez Ria De Guzman	<ul style="list-style-type: none"> • Prepares the program flow and sequence of activities • Designs and distributes invitations • Coordinates with hosts, performers, and speakers • Ensures the program runs smoothly during the event
Transportation	Chairman: Heart Necio Members:	<ul style="list-style-type: none"> • Arranges transportation for guests, staff, and VIPs • Ensures parking and shuttle services are

	Mae Mahusay Vince Postrado Christian Marbella	available <ul style="list-style-type: none">• Coordinates with drivers and logistics providers• Creates contingency plans for travel delays
Accomodation and Registration	Chairman: Akari Magtaca Members: Angel Ibañez Niña Bahillo Tristan Nuñez	<ul style="list-style-type: none">• Handles guest registrations and attendance lists• Coordinates hotel and lodging needs• Ensures smooth check-in/check-out process• Provides welcome kits or materials for participants
Marketing	Chairman: Evan Mar Members: Bianca Manuel Lovely Casais Leo Llena	<ul style="list-style-type: none">• Creates promotional strategies for events• Manages social media, posters, and advertisements• Builds partnerships with sponsors and media• Enhances brand image and public relations
Food	Chairman: Kristine Joy Belga Members: Kristelle Mijares Heshel Buban Gerald Acuña	<ul style="list-style-type: none">• Coordinates catering services and menu selection• Ensures food safety, quality, and timely delivery• Manages serving staff and food distribution• Prepares alternative meals for special dietary needs
Security	Chairman: John Carlo Goyena Members: Ingrid Espares	<ul style="list-style-type: none">• Ensures safety of guests, staff, and properties• Coordinates with local security or police if needed• Prepares emergency and evacuation plans• Monitors entrances, exits,

	Jake Dino Michael Bobis	and crowd control
Maintenance	Chairman: Jasper Bahillo Members: AJ Jacob Angelo Marfil Gabriel Barela	<ul style="list-style-type: none"> • Supervises cleanliness and orderliness of venues • Manages setup and dismantling of event equipment • Provides technical support for utilities and facilities • Ensures waste management and sanitation
Finance	Chairman: Janica Burgos Members: Karen Brutas Sharry Goyena	<ul style="list-style-type: none"> • Manages budgeting and allocation of funds • Keeps records of expenses and income • Prepares financial reports for transparencies