



MARIANO MARCOS STATE UNIVERSITY

Office of the President

SPECIAL ORDER NO. 20-275

TO : CONCERNED PERSONNEL

FROM : DR. SHIRLEY C. AGRUPIS
President

DATE : 20 October 2020

SUBJECT : Designation as Sign Language Interpreter

In the interest of service and in addition to your present duties and responsibilities, you are hereby designated as Sign Language Interpreter, effective immediately.

Ms. Joanalyn V. Vertido	Information Systems Researcher I
Ms Meliza T. Manalo	Administrative Aide VI
Ms. Honnie Joy M. Balauro	Science Research Assistant
Ms. Krismary Sharmaine D. Yap	Instructor I

As such, you shall perform the following duties and responsibilities:

1. Act as interpreter to communicate with clients of the University who have difficulties in speaking and/or hearing;
2. Interprets speech delivered by the University President and other officials in University events;
3. Undergo training for continuing professional development on sign language; and
4. Perform other duties for the promotion of inclusive communication in the University.

This designation takes effect immediately and remains in effect until July 31, 2021 unless sooner revoked or terminated.

cc: OUBS