



# Xi Kappa Sigma

International University and Collegiate Service  
Fraternity and Sorority  
Philippines Inc.



## OFFICE OF THE NATIONAL PRESIDENT

MEMORANDUM CIRCULAR 2025-001

To : All Chairpersons  
National Council of Guardians (NCG)  
National Advisory Council (NAC)  
Commission on Register of Eligible (COMRE)  
Protocol and Luminary Commission (PLC)  
Commission on Elections (COMELEC)  
Central Planning and Special Projects Development Commission (CPSPDC)  
Committee on Merits and Awards (CMA)  
Regional Coordinator  
Other Concern

Subject : Submission of List of Officers

Pursuant to our organization's policies and procedures, we are requesting all chairpersons to submit an updated list of their officers to the Office of the President.

The list should included the following information:

- **Postion:** Name of the position ( e.g., Chairman,Vice Chairman, Secretary and Members )
- **Name :** Name of the officer holding the position
- **Contact Information:** Email address, and Phone number of the officer

Please submit the list on or before March 10, 2025, to the office of the Secretary General email address [19xikappasigma72@gmail.com](mailto:19xikappasigma72@gmail.com) , [tannydmasbod@gmail.com](mailto:tannydmasbod@gmail.com) . This information will be used for official purposes and record-keeping.

Failed to submit on that day the National Council hereby declared that the position was vacant.

Thank you for your prompt attention to this matter.

Xiansly Yours,

  
**Bro. TANA-ALIM "LIM" D. MASBOD**  
National President  
02/26/2025

Cc:  
Office of the Secretary General  
Regional Council  
Provincial Council  
Chapter