



# Visayas State University

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## Office of the President

29 October 2010

MEMORANDUM CIRCULAR NO. 59

Series of 2010

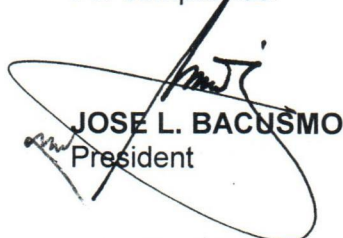
**T O: All Heads of Offices/Departments/Centers/Institutes/Units,  
Project Leaders, Utility Workers and Project-based Laborers**

**R E: "Alay Linis"**

Our university will host the 4<sup>th</sup> Quarter ACAP Meeting on November 6–7, 2010. Presidents from the different state universities and colleges will be attending the said meeting. In order to make our campus presentable to our visitors, all VSU and project based laborers and utility workers are directed to participate in a **half day "alay linis" activity on November 4, 2010 starting at 1:00 o'clock in the afternoon.** All utility workers are directed to report to Dr. Roberto C. Guarte at the Administration Building for instruction while all project and non-project based laborers are also directed to report to Dr. Othello B. Capuno at OVPRE for instruction. Dr. Guarte will take care of cleaning the upper campus while Dr. Capuno will coordinate the cleaning of the lower campus. Mr. Remegio Sanico will provide logistical support (tractors, trailers, dumptrucks, etc.)

Please put special attention to gathering of non biodegradable trash.

For compliance.

  
**JOSE L. BACUSMO**  
President

cc: Dr. R. C. Guarte, OVPAF  
Dr. O. B. Capuno OVPRE  
Mr. R. Sanico, Motorpool