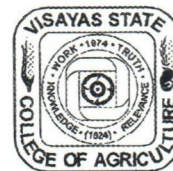


# **VISAYAS STATE COLLEGE OF AGRICULTURE**

Baybay, Leyte, Philippines

Office of the President



4 July 2000

**MEMORANDUM CIRCULAR NO. 44**

Series of 2000

**T O: All ViSCA Faculty, Staff, Students and Residents**

**R E: Community Participation in Preparation for the Anniversary**

In preparation for the coming ViSCA Anniversary, a Community Clean Up Day is scheduled on 21 July 2000. Classes and office work are suspended on the said date thus everybody must participate. Center/department/office directors/heads, dormitory advisers, and zone officials are requested to closely supervise the cleaning activities and removal of old posters or banners. All ViSCA residents and students are advised to dispose properly their solid waste.

Attached is the list of working committees, program of activities and area assignment for cleaning for the said day.

Please be guided accordingly.

  
**PACIENCIA P. MILAN**  
President

**Working Committees for the Community Clean Up Day  
July 21, 2000 (Friday)**

***Student Participation***

Chairman: Dr. C. B. Batoy  
Co-Chairman: Prof. A. S. Alkuino  
Members: Department Heads  
CSSC President  
Student Org. Presidents  
Dorm Advisers

***Academic Staff & Personnel Participation***

Chairman: Dr. M. K. Palomar  
Co-Chairman: Dr. R. G. Escalada  
Members: Department Heads  
Center Directors

***Administrative Personnel Participation***

Chairman: Dr. N. P. Pascual  
Co-Chairman: Ms. L. B. Cano  
Members: Unit/Office Heads

***Garbage Collection & Disposal***

Chairman: Engr. C. D. Espina  
Co-Chairman: Engr. N. M. Israel  
Members: Engr. M. L. P. Valenzona  
Mr. S. A. Loreto  
All Landscaping Crew

***Bulletin Board/Poster/Banner Removal***

Chairman: Mr. J. M. Ancheta  
Co-Chairman: Engr. N. M. Israel  
Members: All PPO Personnel  
All Security Guards

***Steering Committee***

Chairman: Dr. P. P. Milan  
Co-Chairmen: Dr. M. K. Palomar  
Dr. N. P. Pascual  
Dr. O. B. Capuno  
Prof. L. C. Bestil  
Engr. C. D. Espina



**Program of Activities and Area Assignment for Cleaning during the  
Community Clean Up Day  
July 21, 2000**

- A. Time:** 6:00 - 8:00 a.m.  
**Activity:** *Cleaning of Dormitories, Apartments, Duplexes, and Cottages*  
**Contact Persons:** *Dormitory Advisers and Zone Officials*

Responsible Persons	Area of Responsibility
Dormitory/apartment/duplex/cottage occupants	Around each dorm/apartment/duplex/cottage including road sides and canals.

- B. Time:** 9:00 - 12:00 Noon  
**Activity:** *Gen. Cleaning of ViSCA Campus*  
**Contact Persons:** *Department Heads, Center Directors, and Office Heads*

Offices	Area of Responsibility
DPE with some 1 <sup>st</sup> & 2 <sup>nd</sup> Year BSA Students	Around DPE including canals and road sides from DPE up to the corner going to DASVM auxiliary building
DAEE, DDC, DAEA, VPP, BIDANI, IMDC	Around ADE including canals, road sides, and cemented area below DAL
CSR	Around CSR including canals and road sides on the western part up to the corner going to IMDC
DYAC	Around the transmitter area
DPP	Around DPP/Greenhouses including canals and road sides at the back of DPP building from corner of ECOPARK up to corner going to GTZ office plus ECOPARK (upper)
DASS, DOH	Around each building including canals and road sides along Nangka avenue up to highway plus ECOPARK (lower)
DPBAB, FARM, PRCRTC, ODRD, ODEX, ViCARP, NARC, RCRC	Around each building including canals and road sides from spillway near pumphouse until DPBAB
DAL with some 1 <sup>st</sup> Yr. BSA students, DHS	Around each building including canals and road sides from Molave up to the corner going to DASVM
DAEAM, DAC-FS	Around each building including DAEAM Workshop and Food Technology Building
OSA with some 1 <sup>st</sup> Yr. BSA students, Library, VOU, Graduate School	Around each building including canal and road sides at the back of OSA from corner of DHS up to corner going to Graduate School
DASVM	Around the main and auxiliary buildings including canals and road side fronting the main building going down to ATEP Demo Farm
DOF	Around DOF and Nursery Building including canals and road side from the corner at the back of Admin. Building going down to pumphouse (right side going to pumphouse)
VLHS	Around VLHS buildings, Social Hall, H.S. Admin. Building, H. S. Library, and beach area from Calbiga-a river up to Pavilion
Infirmary with some 2 <sup>nd</sup> Yr. BSA Students	Around Infirmary building including canals and road sides along Nangka avenue from corner of Infirmary up to the highway
PPO, SPMD, LUPDU	Around each building, including garage, gasoline station, power house, and canals around LUPDU



Administration (Old Building Occupants)	Canals and road sides from pump house (near Food Tech Bldg.) up to DAEAM parking area
Administration (New Building Occupants)	Around Admin. Building including amphitheater and stage area
Security Force	ViSCA Mall from corner (CSR and DASS up to the beach area including waiting sheds and comfort rooms
ITE	Around ITE Office and Marine Laboratory building
PCC	Around PCC buildings including road sides from the corner of ViSCA Gym going to PCC up to DASVM auxiliary building
VFES	Around VFES building including road sides going to Utod spillway
Hostel, ATI-NTC, Guest House	Around each building and beach area fronting each building