



# Visayas State University

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## Office of the President

3 December 2012

### MEMORANDUM CIRCULAR NO. 87

Series of 2012

**T O: All Concerned**

**R E: CSC Memorandum Circular No. 19, Series of 2012 re: Observance of Flag Raising Ceremonies**

Attached please find a copy of CSC MC No. 19, Series of 2012 issued by the Civil Service Commission reminding all government agencies of the provision of Republic Act No. 8491 otherwise known as the Flag and Heraldic Code of the Philippines.

All concerned are directed to strictly follow the said circular. As such, flag raising should be done every Monday at 8:00 AM and flag-lowering every Friday at 5:00 PM in the following venues:

Location	Focal Person	Offices Involved
Administration Building	Dr. Roberto C. Guarte	All administrative offices in the Admin. Building, USSO, Library, CON, DLABS, CFES, COEngineering, DMPS, DoPAC, DCHM, CVM, Graduate School, Printing Press
CME/CoEducation Lawn	Dr. Antonio P. Abamo	CME, CoEducation, ISRDS, DDC, DYAC, DASS, DPM, MMDC, DAS, PCC, DCST, IHK
In front of OVPRE Bldg.	Dr. Othello B. Capuno	OVPRE/VICARP/BIDANI, NARC, NCRC, PhilRootcrops, ecoFARMI, DFST, DBS, ITEEM, DPBG, CA, DOH
Old Administration Bldg.	Engr. Nestor M. Israel	GSO, SPMO, HELVMU, ACRO, Guest House/Pavilion/Apartelle, VSU Garden Resort, Bakery, CCE, ViFARD, Hostel, Security, Infirmary
In front of HS Library Bldg.	Dr. Rolando H. Arpilleda	VLHS Group

The focal persons are hereby requested to coordinate the implementation of the above policy and ensure that attendance of faculty and staff during these activities is duly documented

This memorandum takes effect immediately.

  
**JOSE L. BACUSMO**  
President