



11 March 2022

**MEMORANDUM CIRCULAR NO. 33**

Series of 2022

**T O: All VSU Employees**

**R E: Reporting of Employees to Office**


The active vaccination campaigns and related activities conducted by the different LGUs with the participation and support from the constituents have contributed in lowering the COVID infection cases in the region.

In view hereof, all VSU personnel who are still on a work-from-home are directed to report back to the office starting March 14, 2022 (Monday). Everyone is still reminded to follow the updated health and safety protocol stipulated in OP Memorandum Circular No. 27, series of 2022. Those who have been on WFH should report first to USHER for assessment before reporting to the office.

Faculty and staff who have unstable comorbidities, immunodeficiency, pregnant women and other employees with health risks may be allowed WFH arrangement, subject to the provision of OP MC 108, s. 2020, which prescribes conditions, responsibilities and accountabilities of both the employee and the supervisor regarding the implementation of WFH arrangement. They should first coordinate with the USHER for the issuance of a health certification to be officially on WFH scheme.

Furthermore, all Department/Office/Unit Health Coordinator must check and monitor the vaccination cards or the negative (-) results for COVID-19 RT-PCR or Rapid Antigen test done on a weekly basis for unvaccinated employees as stipulated in Section 2 of OP Memo Circular No. 27, series of 2022. Copy of the said test result should be submitted to USHER. Those unvaccinated employees due to medically related reasons should secure a certification from the attending physician or CHO for verification by the USHER. Please be reminded that it is not the University's policy for a mandatory vaccination. VSU merely adopted the National IATF Resolution No. 148-B, s. 2021 (Nov. 11, 2021) and Executive Order No. 128 of Baybay City that requires that anybody who enters government offices must be vaccinated **OR** negative (-) result for COVID-19 RT-PCR or Rapid Antigen test.

For the guidance and strict compliance of all concerned.

  
**EDGARDO E. TULIN**  
President