



4 March 2022

MEMORANDUM CIRCULAR NO. 30
Series of 2022

T O: All Concerned

R E: Call for Nomination for the VSU Awards

The 98th VSU Founding Anniversary will be celebrated on April 23-May 6, 2022 with a theme "VSU @ 98: Moving Forward Amidst Disruption". As part of this celebration, VSU traditionally gives awards to academic and non-academic personnel who have rendered exemplary services and noteworthy accomplishments during the 98th Anniversary Convocation Program on April 27, 2022.

With this, I encouraged all the office/unit heads, department heads and research center directors to recommend their commendable faculty to any of the awards found in the attached guidelines.

The nominees will be evaluated based on the exemplary performance in the areas they are nominated. Nomination letters should indicate the difference between directly related contributions and contributions above and beyond the nominee's regular responsibilities. Make sure that the nomination criteria are addressed.

To nominate the employee, complete the attached nomination form, provide a letter of support based on the award category's criteria, CV of nominee and supporting documents. Employees who will retire before April 21, 2022 are also eligible. Academic and administrative units, research centers or a VSU personnel can nominate a deserving personnel. The award may only be received once by an employee. However, employees can be nominated again if they did not receive the award.

The complete nomination package must be received all at once. Incomplete nomination packages will not be considered. If more than one nomination package is submitted for the same employee, only the first nomination received will be reviewed. All documents in bound hard copy together with the nomination letter should be furnished. The nominations should be submitted to:

Dr. Erlinda A. Vasquez
Chairman, 98th Anniversary Awards Committee
PhilRootcrops
Tel No. 053-563-7229, VOIP 1063
Mobile: 09177034791

not later than 4:30 p.m on March 21, 2022.

For your guidance.


EDGARDO E. TULIN
President