



24 November 2021

MEMORANDUM CIRCULAR NO. 121
Series of 2021

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

R E: "Alay Linis"

In preparation for the coming of CHED Commissioner, Dr. J. Prospero de Vera and the SUC Region 8 Presidents and their entourage for the PADYAK activity on December 1-5, 2021, all VSU and project based laborers and utility workers are directed to participate in a whole day **"Alay Linis"** activity on **November 29, 2021** and follow-up Alay Linis on **December 1, 2021**.

The following are the Persons-In-Charge of the different areas:

PERSON IN-CHARGE	AREA ASSIGNMENT
Dr. Daniel Leslie S. Tan – VP for Administration and Finance	Upper campus (from DLABS up to the College of Forestry and Environmental Science)
Dr. Ma. Juliet C. Ceniza – VP for Research and Extension	Upper campus (from Guard Post 1 to the OVPREI including the area near the Dept. of Food Science and Technology, VSU Gym and IHK, New University Library, Canteen)
Engr. Mario Lilio P. Valenzona and Dr. Shalom Grace C. Sugano	Lower campus including the Beach Area/Apartelle/Guest House
Concerned Heads	Department/Building (inside and surrounding)

Engr. Marlon G. Burlas is directed to provide logistic support (lawn mowers, tractors, trailers, dumptrucks, etc.)

Assigned areas are expected to be free from any unwanted vegetation and garbage.

Your cooperation is highly expected.

EDGARDO E. TULIN
President