



23 April 2019

**MEMORANDUM CIRCULAR NO. 46**  
Series of 2019

**T O: All Vice Presidents, College Deans, Department/Unit/Office Heads,  
Center/Institute Directors, Faculty and Students**


**R E: Suspension of Classes and Work**

In order to allow maximum participation in the 2019 Fun Run for a Cause this afternoon, all classes and work shall be suspended at 3:00 pm, today, April 23, 2019.

However, Heads of departments/colleges/centers/offices/units shall determine the need for the casual and job order employees to continue to work. A certification of services rendered shall support claims for their salaries/wages.

Everybody is encouraged to participate in the activity.

For information and guidance.

  
**EDGARDO E. TULIN**  
President

