

Office of the President

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 53 563 7067

Email: op@vsu.edu.ph Website: www.vsu.edu.ph

12 February 2020

MEMORANDUM CIRCULAR NO. 23 Series of 2020

All VSU Faculty and Staff Т

R E: **Travel Advisory**

In view of the ISO Audit on February 19-20, 2020, all VSU faculty and staff are requested to refrain from travelling on the said dates. This is to give our support in our quest for ISO accreditation.

Your usual cooperation is requested.

Control Number: Page 1 of 1 08-14-2019

FM-OOP-02

Rev.: 01