



28 August 2020

MEMORANDUM CIRCULAR NO. 83
Series of 2020

T O: All VSU Constituents

R E: Preventive Protocol against Transmission of COVID-19 from Places with Local and Community Transmissions as Addendum to OP Memo Circular No. 77 s, 2020.

There is an increasing number of areas in Eastern Visayas with confirmed local/community COVID-19 transmission as reported by the Department of Health-Eastern Visayas Center for Health Development (DOH-EVCHD) including but not limited to these areas, to wit:

Leyte:	Alangalang, Barugo, Calubi-an, Capoocan, Carigara, Dagami, Dulag, Jaro, Leyte-Leyte, Matag-ob, Ormoc City, Palo, Tabango, Tacloban City, Tanuan, Villaba
Samar:	Basey, Calbayog City, Catbalogan City, Hinabangan, Pinabacdao, Villareal
Eastern Samar:	Giporlos, Lawaan
Biliran:	Almeria

The VSU administration recognizes the importance in addressing the threat of local/community transmission in the university and the LGU-Baybay. Hence, the following protocols are devised as addendum to Memo Circular No. 77 s. 2020 (Updated Health and Safety Protocols against CoVID-19) for implementation effective September 1, 2020.

Section 13: Preventive action against transmission of COVID-19 coming from places with local and/or community transmission.

1. All official travel of VSU faculty, staff and students to the places with local/community transmission is strictly prohibited until DoH-EVCHD will declare no local/community transmission in those areas.
2. Personal trip to these places is strongly discouraged. However, in cases where such cannot be avoided, the concerned person/s should voluntarily inform the VSU Administration through their respective supervisors for proper monitoring and tracking.

This shall also be applicable to household members of VSU employees residing inside the campus.

3. **VSU employees residing in places declared to have local/community transmission** may opt for work-from-home/alternative work arrangement if the nature of work/tasks assigned are allowable per **Section 3.1, par. d of CSC MC 10 s. 2020, except those whose services which are indispensable as provided for in par. 1.c and 1.f of OP**

Memorandum Circular No. 84, s. 2020 on August 28, 2020 otherwise entitled "Revised Policies in the Grant of Work from Home Alternative Work Arrangements xxx". Employees who are not qualified for work-from-home, are hereby directed to immediately report back to the university and comply with the required health protocols as mentioned below.

4. Faculty, staff, and students coming from places with local/community transmission should inform the University upon entry and must comply with the provisions set in Section 6 of OP Memorandum Circular No. 77, series of 2020.
5. Those who fail to submit Medical Certificate and negative rapid test result conducted within seven (7) days from entry into the University shall be subjected to mandatory 14-days quarantine at quarantine facility and seven (7) days home quarantine at their respective residences in Baybay. This shall also be applicable to household members of VSU employees residing inside the campus. Absences from work during the quarantine period shall be subjected to the provisions of CSC Memorandum Circular No. 08, s. 2020.
6. Deliveries of goods and products shall strictly follow the health protocols as provided for in Section 5, OP Memo Circular No. 77 s. 2020.
7. Any VSU employee who violates this issuance shall be dealt with administratively.

For the guidance and compliance of all concerned.


EDGARDO E. TULINA
President