



10 September 2018

MEMORANDUM CIRCULAR NO. 67
Series of 2018


T O: All VSU Faculty Members and Staff
R E: Alay Lakad 2018 "Walk for a Cause"

Once again, the Local Government of Baybay City through the Alay Lakad Foundation, Inc. – Baybay will hold the "Walk for a Cause" on September 30, 2018 (4:00am) in observance of the Alay Lakad Celebration. In this regard, all VSU faculty members and staff are requested to participate in this mass hike-out and buy raffle tickets in order to generate funds for scholarship grants to poor and deserving students. Tickets are **considered sold and payment shall be remitted to the Cash Division from Sept. 17 – 26, 2018.**

Meanwhile, please be guided of the following details for the said activity:

Start of Walk	4:00 am
Assembly area in VSU	Guard Post 1/Mall Area
Departure of VSU buses	3:15 am
Attire	<i>For Admin staff: Gold shirt with black collar and VSU logo</i> <i>For Faculty & others: Any gold shirt</i>
Staff-In-Charge:	
VSU-VLHS Band	Mr. Reyamar Oria
Transportation	Engr. Marlon Burlas
Snacks & Flag	Ms. Fely Israel
	ODAHRD Staff
	Guest House Staff
Attendance	Ms. Asteria A. Sevilla
Raffle Ticket Distribution	Ms. Jessamine Ecleo
Raffle Ticket Sales Collection	Ms. Corazon Nuevo/Ms. Melissa Mendoza
Deadline of remittance of ticket stubs to Cash Division	Sept. 26, 2018

Your active participation is enjoined.


EDGARDO E. TULIN
President