



23 April 2018

MEMORANDUM CIRCULAR NO. 32
Series of 2018

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

R E: "Alay Linis"

In view of our celebration of the 94th VSU Anniversary, all VSU and project based laborers and utility workers are directed to conduct a whole day "Alay Linis" activity on **Tuesday, April 24, 2018.**

The following are the persons-in-charge of the different areas:

PERSON IN-CHARGE	AREA ASSIGNMENT
Dr. Remberto A. Patindol – VP for Adm. & Finance	Upper Campus (from DLABS up to the College of Forestry and Environmental Science
Dr. Othello B. Capuno – VP for Research & Extension	Upper Campus (from the Guard Post 1 to the OVPRE including the area near the Dept. of Food Science and Technology, VSU Gym and IHK, New University Library, Canteen)
Dr. Rosario P. Abela/Mr. Alex Tulin	Beach Area/Apartelle/Guest House
Concerned Heads	Department/Building (inside and surroundings)

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

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

Your cooperation is highly requested.


EDGARDO E. TULIN
President