



28 December 2018

MEMORANDUM NO. 401
Series of 2018

T O: Engr. Mario P. Valenzona, Director, General Services
Engr. Apolonio M. Encierto, Head, Electrical Services

R E: Urgent repair of worn-out electrical wirings, devices & lamps and
construction of escape routes and exits on student dormitories

Relative to the urgent compliance to the Bureau of Fire Protection (BFP's) of Baybay City findings on some deficiencies on the fire safety of student dormitories, you are directed to do the following:

- Repair and/or replacement of worn-out electrical wirings, devices and lamps
- Creation of escape routes and exits on every floor level to permit prompt evacuation of occupants during an emergency

The repair job should be done and finished before the start of classes on January 10, 2019.

For immediate compliance and action.


EDGARDO E. TULIN
President