



16 April 2022

MEMORANDUM CIRCULAR NO. 42
Series of 2022

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

R E: Alay Linis

Typhoon Agaton greatly affected Leyte as it caused several landslides and flooding, especially in the City of Baybay, Abuyog, Ormoc, and other areas. The University also was not spared from the ravage of the typhoon. VSU extends its sympathy and consolation to the affected individuals – employees, students, and the rest of the community.

The aftermath of the typhoon left us with residual mud and other debris. In this connection, all VSU employees, project-based laborers, and utility workers are directed to participate in a whole day “Alay Linis” activity on Monday, April 18, 2022, starting at 9:00 am. The Assembly area will be at the VSU Beach. Everyone is directed to report to Dr. Daniel Leslie S. Tan for their assignments.


The following are the Persons-in-Charge to supervise the following areas:

PERSON-IN-CHARGE	AREA ASSIGNMENT
Dr. Daniel Leslie S. Tan – VP for Administration and Finance	Over-all In-charge
Dr. Beatriz S. Belonias – VP for Academic Affairs; Atty Rysan Guinocor, Director, ODAS	Lower campus including the Beach Area/Apartelle/Guest House
Dr. Dilberto O. Ferraren – VP for Planning, Resource Generation, and Auxiliary Services	Upper campus (from DLABS up to the College of Forestry and Environmental Science)
Dr. Ma. Juliet C. Ceniza – VP for Research and Extension Dr. Aleli A. Villocino – VP for Student Affairs and Services	Upper campus (from Guard Post 1 to the OVPREI including the area near the Dept. of Food Science and Technology, VSU Gym and IHK, New University Library, Canteen)
Concerned Heads	Department/Building (inside and surroundings)

Offices should assign a skeleton workforce so that most of the employees can participate in the activity.

Engr. Marlon G. Burlas is directed to provide logistic support (lawnmowers, tractors, trailers, dump trucks, etc.)

Your cooperation is highly appreciated.


EDGARDO E. TULIN
President