



10 January 2022

MEMORANDUM CIRCULAR NO. 07

Series of 2022

T O: All Concerned

R E: "Alay Linis Day"

In accordance with the OP Memorandum Circular # 06, s. 2022, tomorrow, January 11, 2022 will be declared as Alay Linis Day. All faculty and staff are directed to participate in a whole day "**Alay Linis**" activity starting at 8:00 am. Kindly bring your own cleaning and clearing tools. Attendance will be checked by the dDRCs of each offices.

Please be guided of the area assignments:

PERSON IN-CHARGE	AREA ASSIGNMENT
Dr. Daniel Leslie S. Tan – VP for Administration and Finance	Upper campus (from DLABS up to the College of Forestry and Environmental Science)
Dr. Ma. Juliet C. Ceniza – VP for Research and Extension	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)
Engr. Mario Lilio P. Valenzona and Dr. Shalom Grace C. Sugano	Lower campus including the Beach Area/Apartelle/Guest House
Concerned Heads	Department/Building (inside and surroundings)

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

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

Your cooperation is highly expected.


EDGARDO E. TULIN
President