



Visayas State University

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Office of the President

5 May 2009

MEMORANDUM CIRCULAR NO. 23

Series of 2009

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

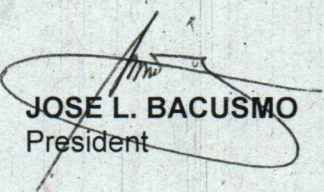
R E: "Alay Linis"

In order to have a clean and presentable campus to our visitors on May 8 – 9, 2009 (Alumni Homecoming 2009) and our new students, all VSU and project based laborers and utility workers are directed to participate in an **alay linis activity** starting at **1:00 o'clock** in the **afternoon** on **May 6, 2009**. All utility workers are directed to report to Dr. Roberto C. Guarte at Administration Building for instruction. All project and non-project based laborers are also directed to report to Dr. Othello Capuno at OVPRE for instruction. Dr. Guarte will take care of cleaning the upper campus while Dr. Capuno will coordinate the cleaning of the lower campus. Mr. Remegio Sanico will provide logistical support (tractors, trailers, dumptrucks, etc.)

Moreover, all faculty and staff are to clean their offices and their immediate vicinity.

Please put special attention to gathering of non biodegradable trash.

For immediate compliance.


JOSE L. BACUSMO
President

cc: Dr. R. C. Guarte, OVPAF
Dr. O. B. Capuno, OVPRE
Mr. R. Sanico, Motorpool