



10 December 2021

MEMORANDUM NO. 701
Series of 2021

T O:

Dr. Joel Rey U. Acob	Dr. Julius V. Abela
Dr. Ma. Rachel Kim L. Aure	Mr. Jed Asaph D. Cortes
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Dr. Aleli A. Villocino	Engr. Gladys G. Doydora
Engr. Jundy R. Castil	Engr. Eldon P. De Padua
Ms. Venice B. Ibañez	

R E: Preparation for the Site Inspection Visit of CHED, DOH, IATF and LGU on the Implementation of Limited Face-to-Face Classes (LF2FC)

Please be guided of the Site Inspection Team's visit on Dec. 13-14, 2021.

Date/Time	Activity	Venue	Persons Involved
Dec. 13			
4:30 am	To fetch the Inspection Team	CHEDRO8 Office, Tacloban	Driver
7:30 am	ETD of the Team	Tacloban City	
10:00 am	ETA of the Team	Baybay City	
10:00-10:30 am	Courtesy Call with the Mayor	Baybay City	Inspection Team, Dr. Aure, Dr. Guinocor
11:00 am	Pre-Conference	CCE Ground Floor	Inspection Team, Dr. EE Tulin, Committee members, Deans & Heads of Programs to be inspected
12:00 nn	Lunch	Guest House	Inspection Team, Dr. EE Tulin
1:00 pm	Inspection of different facilities		Inspection Team, Committee members, Deans & Heads

5:00 pm	End of Day 1		
6:30 pm	Dinner	Guest House	Inspection Team
Dec. 14			
7:30 am	Breakfast	Guest House	Inspection Team
8:00 am	Continuation of Inspection		Inspection Team, Committee members, Deans & Heads
10:30 am	Deliberation of Inspection Team	Guest House	Inspection Team
12:00 pm	Lunch	Guest House	Inspection Team, Dr. EE Tulin
1:00 pm	Post-conference	CCE	Inspection Team, Dr. EE Tulin, Committee members, Deans & Heads of Programs to be inspected
3:00 pm	Homeward Bound		Driver

The route of the inspection will be as follows:

Day 1 (Dec. 13)

1. CET
2. CVM
3. DTHM
4. CON
5. ODS
6. OGS
7. Library
8. Security (Guard Post)
9. VSU Hospital
10. Pavilion
11. Hostel

Day 2 (Dec. 14)

1. Mahogany Dorm
2. Ilang-ilang Dorm
3. Zea Mays Dorm
4. Gumamela Cottage

For your guidance.


EDGARDO E. TULIN
 President