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Office of the President

3 September 2013

MEMORANDUM CIRCULAR NO. 43

Series of 2013

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


R E: "Alay Linis"

As part of our preparation for the forthcoming AACCUP Level II accreditation on September 9 – 13, 2013, all VSU and project based laborers and utility workers are directed to participate in a **2-day "alay linis" activity starting at 8:00 o'clock in the morning, on September 5-6, 2013.** All utility workers are directed to report to Dr. Roberto C. Guarte at the Administration Building for instruction while all project and non-project based laborers are also directed to report to Dr. Othello B. 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 compliance.


for **JOSE L. BACUSMO**
President *alc 9/3/13*

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