



23 March 2017

MEMORANDUM CIRCULAR NO. 20
Series of 2017

T O: All College Deans, Department/Unit Heads and Center/Institute Directors

R E: Cleanliness during the Institutional Accreditation

The University is set for the second round of Institutional Accreditation on March 27 – April 1, 2017. In this connection, all department heads are requested to monitor the cleanliness of the surroundings especially the comfort rooms. Kindly provide soap or hand sanitizer and toilet paper. Please see to it that there is a trash can available in every classroom.

Moreover, faculty and staff are requested to wear the Tuesday uniform during the Opening Program of the Institutional Accreditation on March 28, 2017.

For guidance and compliance.


EDGARDO E. TULIN
President *etc 3/29/17*