



Republic of the Philippines
EASTERN VISAYAS STATE UNIVERSITY – ORMOC CAMPUS
Ormoc City, 6541 Leyte

OFFICE OF THE EVSU-OC DIRECTOR

MEMORANDUM

No. 06, s. 2024

TO: Franz Martin S. Callano, Head of Sports

FROM: Campus Director

DATE: 15 January 2024

SUBJECT: Proper safekeeping of armchairs in the covered court

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For a long time now, maybe since time immemorial, armchairs in the covered court are always in disarray. To address this perennial problem, please kindly ask our Physical Education Faculty and all stakeholders who will use the covered court to arrange properly the armchairs after using.

Please be guided accordingly.

BY AUTHORITY OF THE UNIVERSITY PRESIDENT
Per Special Order No. 106, s. 2023


JEFFREY W. OCAY, PhD
Director of EVSU Ormoc Campus

Copy furnished:

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