



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

OFFICE OF THE EVSU-OC DIRECTOR

MEMORANDUM

No. 08, s. 2024

TO: All Department and Office Heads

FROM: Campus Director

DATE: 15 January 2024

SUBJECT: No disposal of waste after 5:00 pm

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This is in relation to my Memo addressed to **Engr. Jomar G. Navarro**, our Head of Maintenance Office, regarding the collection of garbage at 5:00 pm every day. To reiterate, because stray dogs in the campus keep on feasting on our trash with leftover food on a regular basis resulting in the littering of garbage in corridors and other strategic places, I request our maintenance personnel to collect our garbage from all trash bins in the campus at 5:00 pm every day (most especially on Fridays)

In relation to the above, please kindly ask your faculty and staff to not dispose trash into our trash bins after 5:00pm, especially when our maintenance personnel have already done collecting trash from our trash bins.

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:

_____ Engr. Jomar Navarro, Head of Maintenance ooffice
_____ File, Office of EVSU-OC Director