



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

OFFICE OF THE EVSU-OC DIRECTOR

MEMORANDUM

No. 09, s. 2024

TO: Engr. Jomar Navarro, Head of Maintenance Office

FROM: Campus Director

DATE: 15 January 2024

SUBJECT: Collection of trash at 5:00 pm everyday

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As you can observe, 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. To address this problem, please kindly ask our maintenance personnel to collect our garbage from all our trash bins in the campus at 5:00 pm every day (most especially on Fridays).

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:

_____ All Department and Office Heads
_____ File, Office of EVSU-OC Director