



## MEMORANDUM

No. III s. 2024

TO : Department and Office Heads, Regular Faculty, SSG Officers, and SPO Staff  
FROM : Campus Director  
DATE : 14 August 2024  
SUBJECT : **Grand Opening of EVSU Charter Celebration**

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The grand opening of the 2024 EVSU charter celebration is an institutional activity; hence, we are all required to attend it. Specifically, you are required to attend the following:

1. Flag raising ceremony at 7:45am in EVSU Main, Monday, 19 August 2024;
2. Grand float/motorcade at 9:00am, which will follow the flag raising ceremony;  
and
3. Thanksgiving Mass at MRM Auditorium at 10:30am, right after the motorcade.

Those who cannot attend must submit an excuse letter with valid reason.

I will return to you soon regarding the attire. I still have to inquire about it.

For your strict compliance.

In the service of God, country, and EVSU,

**DR. JEFFRY OCA**  
Campus Director