



Republic of the Philippines
EASTERN VISAYAS STATE UNIVERSITY
Ormoc City

EVSU ORMOC CAMPUS



MEMORANDUM

No. 10, s. 2024

TO: Academic Department Heads

FROM: Campus Director

DATE: August 15, 2024

SUBJECT: No Reduction of 3 units to the teaching load of all designated Coordinators.

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Please be informed that the University President has mandated that the teaching load of all faculty designated as Coordinators shall not be reduced starting this semester. Department Heads are directed to adjust the teaching loads for the upcoming semester accordingly, as this policy will be implemented to avoid disallowances from COA in the future.

This is for your information and strict compliance.

BY AUTHORITY OF THE UNIVERSITY PRESIDENT
Per Special Order No. 106, s. 2023 &
Memorandum Order No. 08-04-2024

JEFFRY V. OCAY, PhD
Director of EVSU Ormoc Campus

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Head, Industrial Technology Dep't.
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