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Office of the University President

OP Memorandum Order No. 007
Series of 2022

TO: ALL SLSU EMPLOYEES, University-wide

SUBJECT: SUSPENSION OF WORK ON JANUARY 21, 2022 TO GIVE WAY FOR DISINFECTION ACTIVITIES

FROM: (SGD)PROSE IVY G. YEPES, Ed.D.
University President

DATE: JANUARY 20, 2022

With the continued threat of COVID-19 and its variants, all SLSU employees are hereby informed that work will be suspended on January 21, 2022, Friday, to give way for disinfection activities across all offices of all SLSU campuses. As such, please take note of the following:

1. disinfection activities shall be facilitated by the General Services personnel in the case of the Main Campus, while the external campuses may assign their respective disinfection team;
2. all concerned officials involved in the **FY 2022 OPCR Formulation** (*University President, All Vice Presidents, All Campus Directors and All Planning Officers*) and of the **LUDIP activity** are hereby requested to report to the Main Campus for these activities will push through as scheduled;
3. no salary deductions will be made for the Part-Timers and Job Order Workers within the duration of the suspension of work.

For your information, guidance and widest dissemination.

cc Records
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