



ISO 9001:2015 CERTIFIED

# CENTRAL LUZON STATE UNIVERSITY

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*Office of the University President*

## MEMORANDUM NO. 2021-04-14 (01)

**TO :** ALL PERSONNEL  
ALL CONTRACT OF SERVICES/JOB ORDER

**THRU :** HEADS OF OFFICE

**FROM :** THE UNIVERSITY PRESIDENT

**SUBJECT :** Additional COVID-19 Protocol

**DATE :** April 14, 2021

As a measure in response to the increasing number of COVID-19 cases and to institute additional safety for the university, the undersigned is enjoining everyone to implement and observe the following protocol starting April 15, 2021, to wit:

1. Restricting the daily exit and/or entry of the family/household members of all campus residents who are working at a city or municipality with active COVID-19 case.
2. Restricting the daily entry and/or exit of all personnel (including those under Contract of Services/Job Order) residing at a city or municipality with active COVID-19 case.
3. Entry and/or exit shall only be allowed at the start and/or end of the work week.
4. The Director of the Auxiliary Services Division shall make arrangements for the lodging facilities of those affected in Item 2.

Enjoining further all heads of offices for the proper dissemination hereof and implementation of the most appropriate work arrangements for those affected in Item 2 above.

All provisions of previous issuances which are inconsistent herewith are hereby repealed and/or amended accordingly.

For information, guidance and strict compliance.

  
**EDGAR A. ORDEN**  
University President

*e-signature affixed  
by authority of  
Dr. E. A. Orden  
14-Apr-2021*

cc: Records  
File

*“Excellent service to humanity is our commitment.”*

