Republic of the Philippines

North Eastern Mindanao State University

Rosario, Tandag City, Surigao del Sur 8300 Telefax No. 086-214-4221 Website: www.nemsu.edu.ph





Date:

NINDANAO

MEMORANDUM FROM THE OFFICE OF THE PRESIDENT

TO:

ALL KEY OFFICIALS OF THE UNIVERSITY

SUBJECT:

WORK-FROM-HOME ARRANGEMENT FOR FACULTY

MEMBERS IN LIGHT OF THE TEMPORARY SUSPENSION

OF CLASSES DUE TO RECENTLY EXPERIENCED

EARTHQUAKE

DATE:

December 3, 2023

Cognizant of the Memorandum and Advisory on the Temporary Suspension of Classes dated December 3, 2023, faculty members shall opt for virtual or modular distance learning through the work-from-home arrangement to cover the duration of the suspension until lifted.

Here is the Google Form link for the attendance monitoring of the faculty members across campuses: http://bit.ly/NEMSUDailyLog

Also attached to this memorandum is the template for the Accomplishment Report during the period of suspension, which is to be attached to the DTR.

The University shall adhere to any issuances from the Local Government Units.

Please be guided accordingly.

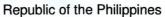
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Gallardo

Date: 2023.12.03 16:22:20 +0800

NEMESIO G. LOAYON, PhD

SUC President III



North Eastern Mindanao State University







Template for the Accomplishment Report during the period of suspension

INDIVIDUAL DAILY LOG AND ACCOMPLISHMENT REPORT

Date and Actual Time Logs	Actual Accomplishments
Date	
MORNING	
In:	
Out:	
AFTERNOON/EVENING:	
ln:	
Out:	
Date	
MORNING	
In:	
Out:	
AFTERNOON/EVENING:	
In:	
Out:	
repared:	
NAME OF PERSONNEL	
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