



**SOUTHERN LEYTE  
STATE UNIVERSITY**

Main Campus, San Roque, Sogod, Southern Leyte  
Email: [president@southernleytestateu.edu.ph](mailto:president@southernleytestateu.edu.ph)  
Website: [www.southernleytestateu.edu.ph](http://www.southernleytestateu.edu.ph)



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***Office of the University President***

MC Memorandum Order No. 252  
*Series of 2024*

**TO:** **ALL FACULTY MEMBERS, Main Campus**

**SUBJECT: OPTIONAL ADOPTION OF A WORK-FROM-HOME (WFH) SCHEME IN VIEW  
OF THE IMPLEMENTATION OF ASYNCHRONOUS CLASSES ON OCTOBER 23,  
2024 IN THE MAIN CAMPUS DUE TO TROPICAL STORM KRISTINE**

**FROM: JUDE A. DUARTE, DPA**  
University President

**DATE: OCTOBER 23, 2024**

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In relation to MC Memorandum Order No. 251 series of 2024 re Implementation of Asynchronous Classes on October 23, 2024 in the Main Campus due to Tropical Storm Kristine, all faculty members are hereby given **the option to adopt a Work-From-Home (WFH) scheme today, October 23, 2024.**

As such, the submission of the individual WFH Plan must be ensured before availing the arrangement today and the corresponding accomplishment reports shall also be submitted upon return.

Further, this optional arrangement may be carried over until tomorrow, October 24, 2024, depending on the weather advisories.

For your information and guidance.

cc VPAA  
Records  
File Copy