



UNIVERSITY OF THE PHILIPPINES LOS BAÑOS
Office of the Chancellor

18 February 2020

MEMORANDUM NO. 032
Series of 2020

TO : **All Vice Chancellors, Deans, Directors, and Unit Heads**

SUBJECT : **Procurement of Face Masks for Office Emergency Kits**

In light of recent health emergencies and natural calamities, the University Health Service advises all UPLB offices to procure N95 and/or surgical masks and include these in their office emergency kits.

Please coordinate with the UPLB Supply and Property Management Office for a list of suppliers for medical supplies.

Thank you for your usual support and cooperation.


FERNANDO C. SANCHEZ, JR.
Chancellor

cc: OVCCA
UHS
SPMO
RMO