



UNIVERSITY OF THE PHILIPPINES LOS BAÑOS

Office of the Chancellor

13 May 2020

MEMORANDUM NO. 083
Series of 2020

TO : **All Unit Heads, Faculty, REPS, and Staff**

SUBJECT : **Continuation of existing skeletal workforce and work from home arrangements due to Modified Enhanced Community Quarantine (MECQ)**

With the inclusion of the Province of Laguna under the Modified Enhanced Community Quarantine (MECQ) from 16 to 31 May 2020, work in UPLB for the same period shall continue through the existing skeletal workforce and work from home arrangements as provided in the detailed MECQ guidelines for the government sector. No additional skeletal workforce will be permitted to enter their respective offices.

Please take note of the submission of work accomplishment reports for the periods 1-15 May 2020 and 16-31 May 2020 specified in Memorandum No. 080 dated 12 May 2020. Submission of work accomplishment reports is in accordance with Memorandum Nos. NGY 20-56, 20-57 and 20-68 from the Office of the Vice President for Administration.

For your information and guidance.

FERNANDO C. SANCHEZ, JR.
Chancellor