




OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
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MEMORANDUM NO. OVCAA-MTTP 20-041

TO : Deans and Directors

FROM : 
MA. THERESA T. PAYONGAYONG, PhD
Vice-Chancellor for Academic Affairs

SUBJECT : Survey on the Use of Laboratory for Class and Research Purposes for First Semester AY 2020-2021

DATE : 8 September 2020

Please accomplish the attached Survey on the Use of Laboratory for Class and Research Purposes for First Semester AY 2020-2021 to determine the number of students and researchers who will need special permission to go to the campus depending on the quarantine period imposed by the national government. The survey will also inform the university of protocols to be implemented by the units in compliance with the CHED COVID Advisory and IATF Guidelines/Requirements to ensure safety and protection of students, researchers, faculty and staff.

Kindly submit the accomplished survey form to ovcaa.upd@up.edu.ph (cc: jessica@ovcaa.upd.edu.ph) **on or before 12:00 noon, Tuesday, 15 September 2020.**

Thank you.

**SURVEY ON THE USE OF LABORATORY FOR CLASS AND RESEARCH PURPOSES
FOR FIRST SEMESTER AY 2020-2021**

DEGREE PROGRAM/ DEPARTMENT/ INSTITUTE/ COLLEGE	NO OF GRADUATING STUDENTS WHO NEED TO GO TO THE LAB	NO OF THESIS/ DISSERTATION STUDENTS WHO NEED TO GO TO THE LAB	NO OF RESEARCHERS WHO NEED TO GO TO THE LAB	PROVISIONS/GUIDELINES/PROTOCOLS TO ENSURE THE DEPARTMENT/INSTITUTE/COLLEGE MEETS THE CHED COVID ADVISORY AND IATF GUIDELINES*
EXAMPLE: BS Biology Institute of Biology College of Science	5	3	0	1. Ensure compliance with the University's COVID-19 guidelines; 2. Present a quarantine pass issued by the barangay; 3. Accomplish the UPD Health Form Checklist upon entry; 4. Allow only 2 persons at a time to use the lab; 5. Observe proper health protocols (wearing of face mask and face shield, bringing of alcohol or hand sanitizer, etc.); 6. Etc.
EXAMPLE: BS FLCD Department of FLCD College of Home Economics	1	2	1	Please see attached protocols. (Note: The units/colleges may attach their health and safety protocols and guidelines.)

*You may access the CHED COVID Advisory here: <https://ched.gov.ph/wp-content/uploads/CHED-ADVISORY-7-final.pdf>
and the IATF Guidelines here: <https://www.doh.gov.ph/sites/default/files/health-update/20200716-omnibus-guidelines-on-the-implementation-of-community-quarantine-in-the-philippines.pdf>.