



DAVAO DEL NORTE STATE COLLEGE

"Inspiring Change, Creating Futures"

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Office of the College President

Davao del Norte State College
RECORDS OFFICE

OFFICE MEMORANDUM NO. DN-

Series of 2026

RELEASED
MAR 09 2026

To : ALL COLLEGE EMPLOYEES
ALL COLLEGE STUDENTS

Date : March 9, 2026

Signature:
Time: _____

Subject : IMPLEMENTATION OF ENHANCED FUEL CONSERVATION GUIDELINES IN THE
COLLEGE PURSUANT TO MEMORANDUM CIRCULAR NO 114, SERIES OF 2026

In view of the issued Memorandum Circular No. 114, series of 2026 from the Office of the President, Malacañang "Directing all Government Agencies and Instrumentalities to Strictly Adopt Energy Conservation Protocols due to the ongoing global energy crisis and the continued volatility of international fuel markets brought about by geopolitical tensions", and as endorsed by the Director for Presidential Affairs Division, **the Enhanced Fuel Conservation Guidelines in the College is hereby implemented, effective immediately.**

As such, to ensure prudent and responsible use of the College's fuel resources, the following must be followed accordingly, viz:

- Travel requests for official vehicle use in relation to academic or administrative activities, such as attendance at seminars, conferences, and training, and travel requests **involving one (1) to three (3) passengers, for representations for meetings, coordination, and document routing are directed to utilize commuting expenses from the allotted per diem.** All other official engagements/ travels shall undergo strict evaluation and must clearly demonstrate their necessity and relevance to the mandates of the College.

However, this restriction shall not apply to the following:

- Official travel of the College President, whose duties require mobility for institutional representation, coordination with external agencies, and performance of executive functions essential to the operation of the College; and
 - Official travel for bank transactions and payment to suppliers, as these activities involve the handling of official documents, financial instruments, or accountability items requiring secure and authorized transport; and
- Non-essential travel** is hereby **suspended** when the same objectives may be accomplished through **virtual or online meetings**, in accordance with MC No. 114, series of 2026's directive to reduce government travel and fuel use.

For more inquiries and clarification on the said guidelines, you may reach out to the Motor Pool Services Unit.

For information and strict compliance.

Cc:

VPAA	VPRDE	VPAF
IAAS	RD	ASD
IC	ED	FSD
ILEGG	KTTD	BASD
ITEd	QAD	HRD
IAdS	IPPDD	ICTSD
SDSD	LAD	Carmen Campus
CID	IEAD	DJAL Campus
RAD	PAD	IGACOS Campus
NTSPD	PIU	Sto. Tomas Campus
LRD	RMU	

JOY M. SORROSA, PhD
SUC President III

Designation	Initials	Date
BSV	JBB	03.09.2026
BSI	KLSA	03.09.2026

VISION

An institution leading in agri-fisheries and socio-cultural development in the ASEAN region

MISSION

DNSC shall produce future-ready workforce, create innovative solutions and technologies, empower communities, and uphold good governance towards sustainable development

CORE VALUES

Stewardship
Adaptability and Excellence
Integrity and Innovativeness
Love of God and Country

