



ROMBLON STATE UNIVERSITY
OFFICE OF THE UNIVERSITY PRESIDENT

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MEMORANDUM

No. 051-B, s. 2023

TO : DEANS, DIRECTORS, UNITS HEADS AND CAMPUS DIRECTORS
This University

FROM : MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President

SUBJECT : IMPLEMENTATION OF WATER CONSERVATION MEASURES

DATE : August 14, 2023

Water is a vital resource that requires careful management and conservation within our academic institution. The Water Resources Management Office (WRMO) under the Department of Environment and Natural Resources (DENR) has issued comprehensive guidelines for water conservation, an initiative pursuant to Memorandum Circular (MC) No. 22 issued by Malacañang regarding the implementation of water conservation measures.

Romblon State University, as a leading educational institution in the region, steps forward to set an example in environmental stewardship and resource conservation.

The following guidelines are hereby implemented throughout all RSU campuses:

I. WATER CONSERVATION MEASURES

1. Academic and Administrative Buildings

All facilities within Romblon State University shall be equipped with water-efficient fixtures to minimize water wastage and promote conservation. Related units such as FIAMO, IPPDO, among others, shall conduct regular maintenance of water systems to ensure optimal performance and prevent leaks or damages. To maintain proper water distribution, regular monitoring of water pressure and flow rates shall be implemented across all campus buildings and facilities. Furthermore, where structurally feasible and cost-effective, rainwater harvesting systems shall be installed to supplement the university's water supply and reduce dependence on municipal water sources, particularly for non-potable applications such as irrigation and cleaning purposes.

2. Laboratory and Research Facilities

All laboratory facilities must implement water recycling systems for applicable procedures where such systems do not compromise research integrity or safety protocols. Laboratory personnel shall strictly adhere to water-efficient practices and utilize equipment designed to minimize water consumption while maintaining academic and research standards. To ensure accountability and track conservation efforts, proper documentation of water usage shall be maintained through detailed logs and regular reporting mechanisms, which will be reviewed monthly by laboratory supervisors and the Facilities Management Office to identify areas for potential improvement in water conservation measures.

3. Facilities

All washrooms and common areas throughout the university shall be equipped with water-saving devices, including but not limited to low-flow faucets, dual-flush toilets, and automatic shut-off systems. The Facilities Management Office shall implement a comprehensive schedule of maintenance checks to ensure all devices are functioning optimally and to address any issues promptly to prevent water wastage. Additionally, water conservation reminders shall be prominently displayed in strategic locations such as washrooms, water fountains, and common

areas to promote awareness and encourage responsible water usage practices among students, faculty, and staff.

II. MONITORING AND REPORTING

Documentation Requirements:

The university shall maintain comprehensive documentation of all water conservation efforts, including detailed monthly water consumption reports for each building and facility across all campuses. Conservation measures shall be assessed quarterly to evaluate their effectiveness and identify areas for improvement. All water-related incidents, including leaks, equipment malfunctions, or excessive usage, must be properly documented through incident reports for immediate action and future reference. Furthermore, an annual water audit report shall be conducted and compiled to provide a thorough analysis of the university's water consumption patterns, conservation achievements, and recommendations for enhanced efficiency in the succeeding year.

Compliance Measures:

To ensure adherence to water conservation protocols, FIAMO, IPPDO, and relevant units shall conduct regular inspections of all university premises, documenting compliance levels and addressing any identified issues. Comprehensive quarterly reports shall be submitted to the University President, detailing the status of conservation initiatives, challenges encountered, and proposed solutions. Additionally, an annual performance evaluation of all conservation programs shall be conducted to assess their effectiveness, measure progress against established goals, and determine necessary adjustments to improve the university's overall water conservation efforts.

III. AWARENESS AND EDUCATION

TRAINING PROGRAMS:

The University shall implement comprehensive training programs to promote awareness and education on water conservation practices. Regular orientation sessions shall be conducted for all incoming employees and students as part of their induction process. These sessions shall cover fundamental principles of water conservation, current university policies, and practical implementation strategies. The institution shall organize periodic water conservation workshops designed to enhance understanding of water-saving techniques and emerging conservation technologies. To support these initiatives, the University shall develop and distribute informational materials through various media channels, including printed materials, digital platforms, and social media campaigns. These materials shall be regularly updated to reflect current best practices and technological advancements in water conservation.

RESEARCH AND INNOVATION:

The University, through the office of Research, Extension, Development, and Innovation (REDI) shall actively promote and support research initiatives focused on water conservation and sustainability. Faculty members and researchers shall be encouraged to undertake studies that address water conservation challenges and develop innovative solutions. The institution shall provide support for student projects related to water efficiency, including technical assistance, access to facilities, and potential funding opportunities when available. A systematic approach shall be implemented to document successful water conservation practices within the university, creating a knowledge repository that can be shared with other educational institutions and the broader community. This documentation shall include case studies, implementation strategies, and measurable outcomes of various water conservation initiatives. The University shall establish partnerships with relevant organizations and institutions to facilitate knowledge exchange and collaborative research efforts in water conservation and management.

IV. EFFECTIVITY

This Order shall take effect immediately and shall be strictly enforced in all campuses of Romblon State University.

For strict compliance.

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