



Republic of the Philippines
Philippine State College of Aeronautics
OFFICE OF THE PRESIDENT

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MEMORANDUM CIRCULAR
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PHILIPPINE STATE COLLEGE OF AERONAUTICS
RECORDS CENTER

R E L E A S E D

By:

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RECORDS OFFICER

Date:

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To: **THE INSTITUTIONAL DEVELOPMENT AND PLANNING OFFICE (IDPO), CAMPUS
SAFETY OFFICERS
ALL EMPLOYEES, STUDENTS AND OTHER STAKEHOLDERS**

Subject: **GUIDELINES FOR OPTIMAL VEHICLE AND PARKING SPACE UTILIZATION ACROSS
PHILSCA CAMPUSES**

1. In line with Sustainable Development Goals (SDGs), particularly SDG 13 (Climate Action) and SDG 11 (Sustainable Cities and Communities), PhilSCA emphasizes the need to reduce the carbon footprint of campus transportation. This can be achieved through strategic initiatives that promote alternative modes of transport, optimized vehicle and parking space utilization across PhilSCA campuses.

2. Strict Implementation of MC 02, Series 2024 dated 12 February 2024 on Vehicle Sticker Guidelines:

Adherence to MC 02, Series 2024 is essential for regulated campus vehicle entry. Only vehicles with valid PhilSCA-issued stickers will be permitted on campus, ensuring security and monitoring while maintaining organized parking. Clear instructions on sticker acquisition, display, and compliance were provided to all campus stakeholders through the Resource Generation Development Committee (RGDC).

3. National Building Code of the Philippines' Compliance for Parking Slots:

Through the Institutional Development and Planning Office (IDPO), each campus will ensure that all parking projections meet the standards of the National Building Code of the Philippines, providing adequate and safe parking spaces for vehicles including PWD while avoiding overcrowding.

4. Parking Orientation (Facing Outward):

To enhance traffic flow and facilitate a smoother exit process, all vehicles must be parked facing outward. This practice significantly improves safety and efficiency, particularly during emergencies.



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5. Carpooling Encouragement:

To decrease the number of vehicles on campus, PhilSCA encourages students, faculty, and staff to participate in carpooling initiatives in support to SDG 11 and helps to reduce both emissions and campus congestion.

6. Utilization of College Bus and Campus Service Vehicle:

The college bus and coaster in the Villamor Campus, along with the L300 van in external campuses, will be available to transport students and employees to the campus from designated pick-up points, such as integrated terminals, and vice versa. There will be at least one trip in the morning (between 7 AM and 8 AM) and one in the afternoon (between 4 PM and 5 PM). This initiative not only alleviates parking demands but also promotes an eco-friendly alternative to single-passenger vehicles. Additionally, it helps reduce traffic and improve access to the campus, aligning with Sustainable Development Goal 13 (SDG 13). The Supervising Administrative Officer (SAO) will coordinate procedures related to fuel and lubricants consumption, maintain a passenger list, and communicate with the corresponding campus Administrative Supervisors.

The above provisions will be implemented in line with the Sustainable Development Goals (SDGs), ensuring that PhilSCA's guidelines support sustainability and community welfare. Everyone's cooperation is vital for maintaining a secure environment within the PhilSCA community.



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