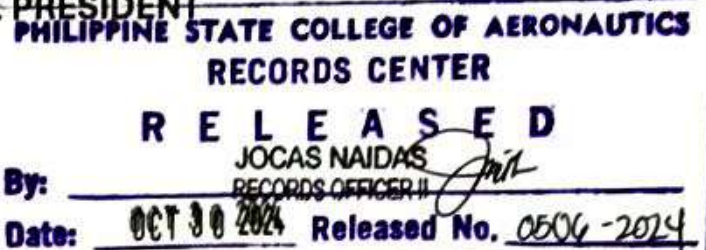




Republic of the Philippines
Philippine State College of Aeronautics
OFFICE OF THE PRESIDENT

29 October 2024

MEMORANDUM CIRCULAR
No. 11, Series 2024.



To: **ALL PHILSCA EMPLOYEES, STUDENTS, CONCESSIONAIRES, OTHER
STAKEHOLDERS AND VISITORS**

Subject: **IMPLEMENTATION OF REDUCTION OF PAPER AND PLASTIC USE ACROSS
PHILSCA CAMPUSES**

1. In support of sustainable development initiatives and the national commitment to environmental protection, the Philippine State College of Aeronautics (PhilSCA) hereby adopts policies to minimize the use of paper and plastic within its campuses. This memorandum circular aligns with global and national environmental goals, particularly the United Nations Sustainable Development Goal (SDG) No. 12: "Responsible Consumption and Production", which encourages sustainable management and efficient use of natural resources and significantly reduces waste generation.
2. This memorandum is grounded on the following legal references:
 - a. Republic Act No. 9003 - The Ecological Solid Waste Management Act of 2000, which mandates the adoption of systematic, comprehensive, and ecological solid waste management programs.
 - b. Republic Act No. 9512 - The Environmental Awareness and Education Act of 2008, which mandates the integration of environmental education in school curricula at all levels and promotes awareness in support of a healthy environment.
 - c. Philippine Clean Air Act of 1999 (RA No. 8749) – Section 5, which promotes waste minimization, including the reduction of paper and plastic waste.
 - d. Memorandum Circular No. 2021-063 from the Department of the Interior and Local Government (DILG), which urges the adoption of environmentally sustainable practices, such as reducing single-use plastics in local government units.
 - e. United Nations Sustainable Development Goals (SDG) – SDG 12, Target 12.5: "By 2030, substantially reduce waste generation through prevention, reduction, recycling, and reuse."
3. This memorandum circular applies to all PhilSCA campuses, offices, departments, and units, including faculty, staff, students, concessionaires and visitors within campus premises.



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4. Guidelines for Implementation:

a. Paper Use Reduction:

- Prioritize the use of electronic documents and communications (e.g., emails, online platforms, pdf copies) instead of printed materials whenever possible.
- Mindful double-sided printing, reusing of paper for drafts, and recycling of paper materials.
- Require basic official documents, reports, and communications to be submitted electronically, with printed copies reserved only for the BOT and records that require physical archiving.

b. Plastic Use Reduction:

- Prohibit single-use plastics, including plastic bags, bottles, cutlery, and straws, across all campus facilities.
- Encourage the use of reusable materials (e.g., reusable bags, bottles, and containers).
- Establish accessible water refill stations and encourage students, faculty, and staff to bring refillable water containers.

c. Awareness and Education:

- Conduct regular awareness campaigns and posters on the environmental impact of paper and plastic waste by the General Services Department.
- Integrate environmental sustainability topics, particularly on waste reduction, into the curriculum and extracurricular activities.

d. Monitoring and Reporting:

- A Sustainability Officer on each campus will be designated responsible for monitoring and reporting compliance with the circular.
- Submission of monthly reports on paper consumption by Supply Officers, including actions taken to further reduce usage.

5. Effectivity. This memorandum circular shall take effect immediately and remain in force until revoked or amended.



PROF. MARWIN M. DELA CRUZ, Ph.D.
President



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