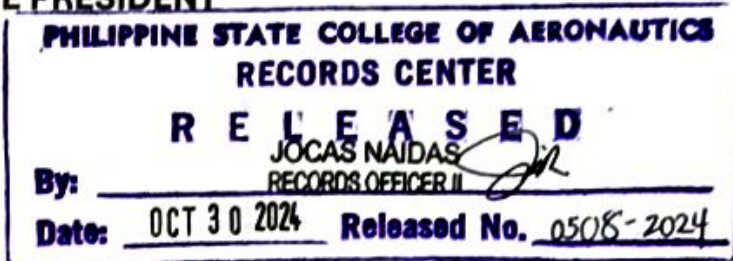




Republic of the Philippines
Philippine State College of Aeronautics
OFFICE OF THE PRESIDENT

29 October 2024

MEMORANDUM CIRCULAR
No. 12, Series 2024.



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

Subject: **WASTE SEGREGATION RULES**

1. In line with Republic Act 9003, also known as the "Ecological Solid Waste Management Act of 2000", and in support of the Sustainable Development Goals (SDG), particularly SDG 12 (Responsible Consumption and Production) and SDG 13 (Climate Action), PhilSCA is implementing a comprehensive Waste Segregation Rules to promote sustainable environmental practices across all campuses. This circular ensures that PhilSCA aligns with national laws and global environmental goals, promoting a sustainable and eco-friendly campus culture.
2. This circular applies to all PhilSCA campuses, covering faculty, staff, students, concessionaires, and all individuals within campus premises. It shall be observed in all classrooms, offices, laboratories, canteen, common areas, and other facilities.
3. Waste Segregation Categories:
Waste generated within PhilSCA campuses shall be categorized as follows:
 - **Biodegradable Waste**– Organic waste, food scraps, garden waste, etc.
 - **Non-Biodegradable Recyclables**– Paper, plastics, metals, glass, etc.
 - **Non-Biodegradable Non-Recyclables** – Styrofoam, ceramics, and other non-recyclable materials.
 - **Hazardous Waste**– Batteries, used petrol, oil, lubricants, electronic waste, laboratory chemicals, etc.
4. Responsibilities:
 - The Chief Administrative Officer, Supervising Administrative Officer, Campus Administrative Supervisors shall ensure the implementation of this circular and coordinate waste collection schedules with designated waste collection agencies and the Philippine Air Force Base Command.

-page 1-



www.philsc.edu.ph; opres.philsc@yahoo.com.ph
Piccio Garden, Villamor, Pasay City



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

- All Faculty and Staff shall educate students on waste segregation, reinforce the rules, and model compliance within classrooms, offices and all spaces in the campus.
- Students shall follow waste segregation guidelines and properly dispose of waste in designated bins.
- The General Services Department shall provide color-coded, clearly labeled bins at accessible points and monitor waste disposal practices across the campus.
- Concessionaires operating within PhilSCA campuses are required to remove their daily waste at the close of operations each day. No waste shall be left behind in any concession area. Concessionaires are responsible for maintaining cleanliness in and around their respective concession spaces at all times. Non-compliance with this waste segregation rules and cleanliness requirements will be considered a serious violation. Any concessionaire found in violation of these provisions shall be subject to immediate cancellation of their operating contract.

5. Implementation Procedures:

- Designated color-coded bins will be strategically placed on campus to ensure proper waste disposal.
 - Green: Biodegradable
 - Blue: Recyclable
 - Black: Non-recyclable
 - Yellow: Hazardous
- All collected waste must be managed in line with local government guidelines, and all campuses must coordinate with the Philippine Air Force (PAF) Base Command and the local waste management agencies for proper disposal, recycling, and treatment.

6. Compliance will be monitored through regular inspections and reports by the Chief Administrative Officer (CAO). Non-compliance will result in progressive disciplinary measures, with further guidelines to be provided in an attached disciplinary policy mandated by Republic Act 9003 and applicable CSC rules.

-page 2-
(Waste Segregation Rules)



www.philsc.edu.ph; opres.philsc@yahoo.com.ph
Piccolo Garden, Villamor, Pasay City



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

7. The Chief Administrative Officer (CAO) through the campus Administrative Officers and General Services Department shall conduct regular workshops and training on proper waste management and waste reduction initiatives.

This memorandum circular shall take effect immediately upon issuance and will remain in force unless otherwise amended.

Full cooperation and strict compliance of everyone is enjoined.



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

-page 3-
(Waste Segregation Rules)



www.philsca.edu.ph; opres.philsca@yahoo.com.ph
Piccio Garden, Villamor, Pasay City