

GENERAL GUIDELINES FOR POSTING



1. All materials for posting must state the identity of the sponsoring organization.
2. All materials to be posted must have the approval of OSA and/or the OSS of the College.
3. No posting is allowed on pillars, walls, trees, or on any part of the building. Materials must be posted on bulletin boards and other designated places for posting.
4. The maximum number of materials allowed for each activity is ten coupon bonds or cartolinas.
5. Only adhesive tape shall be used for posting.
6. Notice of invitations for seminars, workshops, concerts, plays, and the like may be posted two weeks before the activity but must be removed a day after the scheduled activity. Position papers, wall news shall be given a two-week posting period.
7. Removal of posters shall be the responsibility of the sponsoring organization and shall be done one day after the scheduled activity.
8. Non-compliance of guidelines shall mean demerit for the organization. The demerits shall be considered in the granting of accreditation and tambayan.