



Visayas State University
COLLEGE OF ENGINEERING
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Office of the Dean

19 September 2013

MEMORANDUM No. 19

Series of 2013

T O: Dr. Lourdes B. Cano
Ms. Teresita L. Quiñanola
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Engr. Mario Lilio P. Valenzona
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Ms. Corazon U. Nuevo
Dr. Elwin Jay V. Yu
Engr. Celso Gumaod
Mr. Alex P. Tulin
Ms. Velma P. Bontuyan
Mr. Legario B. Ramos

R E: Meeting to Prepare for the Upcoming Performance Planning Review and Workshop on 23-24 September 2013.

Please attend a meeting on 20 September 2013, Friday, at 1:30 P.M. at the OVPAF Conference Room to discuss the following:

- 1) Review of the OPCR - Targets and Accomplishment, of each Office and units under the OVPAF for Presentation during the University-wide Performance Planning Review and Workshop Scheduled on 23-24 September 2013 as per OP MC No. 49, series of 2013;
- 2) Other Matters

Please bring your respective office/unit OPCR and IPCRs, which you have formulated during our Workshop early this year, for discussion and finalization.

For your information and guidance.


ROBERTO C. GUARTE
VP for Administration and Finance