



5 December 2022.

**MEMORANDUM CIRCULAR NO. 144**  
Series of 2022

**T O: All VPs, Director, Deans, Department/Unit Heads, dDRCs, ISO Core Team**  
**R E: Monitoring of Accomplishments**

The university will be conducting the Monitoring of Accomplishments for CY 2022 using the new OTP monitoring form. The Planning Office will conduct a virtual orientation and overview of the new monitoring form on **December 12, 2022, Monday, at 1:30PM via Zoom.**

All units are requested to prepare their respective 2022 OTPs. All accomplished monitoring forms should be submitted to the Office of the Head for Planning **on or before December 16, 2022, 5:00 PM.**

The link will be given to you soon.

For your guidance and compliance.

  
**EDGARDO E. TULIN**  
President *oic*  
12/5/22