



6 September 2019

MEMORANDUM NO. 340
Series of 2019

T O: **Ms. Ma. Louella Tambis** - **Chairperson**
Ms. Liza Arce - **Member**
Ms. Julien Resos Deroy - **Member**
Ms. Rhea Ogalesco - **Member**
Ms. Jedess Miladel N. Salomon - **Member**

R E: **Documentation Committee**

You are hereby designated as Chairperson and Members of the Documentation Committee for the Faculty Development Review on September 13, 2019. As member of the committee, you will document the activity and come up with a proceeding as basis for the administrators' action.

Please be guided accordingly.


EDGARDO E. TULIN
President