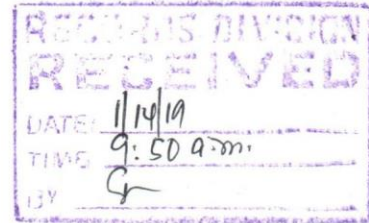




10 January 2019

**MEMORANDUM NO.** 15  
Series of 2019



**T O:** All Vice Presidents, College Deans, Directors and Department/  
Office Heads Concerned

**R E:** Submission of OPCR and IPCR with Accomplishments for 2018

In compliance with the requirements set by the AO25 Secretariat for the FY2018 Performance – Based Bonus (PBB), the Performance Management Team (PMT) will evaluate, calibrate and rank all delivery units of the University.

Anent to this, the deadline for submission of the following required documents are as follows:

| <u>Date</u>      | <u>Requirement</u>   | <u>Receiving Office</u> |
|------------------|--|-------------------------|
| January 15, 2019 | July – December 2018<br>OPCR accomplishments and<br>ratings for each unit      | OVPPRGEA                |
| January 28, 2019 | July – December 2018<br>IPCR accomplishments, ratings<br>and other attachments | PRPEO                   |

It is emphasized that units (together with their faculty and staff) who cannot submit their OPCR on time shall automatically be given a rank of GOOD.

For guidance and compliance of all concerned.

  
**EDGARDO E. TULIN**  
President



**Vision:** A globally competitive university of science and technology and environmental conservation.  
**Mission:** Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.