



7 December 2022

MEMORANDUM CIRCULAR NO. 146
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.**

Join Zoom Link:

<https://vsu-edu-ph.zoom.us/j/93985182681?pwd=ellyb0pldVRtQmpnYmJxWnF5cCt2dz09>

Meeting ID: 939 8518 2681

Passcode: 837954

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 23, 2022, 5:00 PM.**

This Memorandum Circular supersedes the previous issuance by this office on the same subject (MC # 144, series of 2022.)

For your guidance and compliance.


EDGARDO E. TULIN
President *oic*
12/7/22