



15 March 2018

MEMORANDUM NO. 7

Series of 2018

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

R E: Final Deadline for Submission of OPCR/IPCR for 2017

Please be informed that the PMT will meet tomorrow whole day to rank delivery units in relation to the FY 2017 PBB.

You are therefore required to submit the following documents as follows:

- 1) OPCR - not later than 10:00 am tomorrow
- 2) IPCR - not later than 5:00 pm on Monday

Please be informed that units that cannot submit the required OPCR shall be automatically ranked as GOOD in their performance.

Please be guided accordingly.

REMBERTO A. PATINDOL

Vice President for Administration and Finance

cc: Office of the President
Records Office
File