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Office of the President

22 September 2008

MEMORANDUM NO. 192

Series of 2008

T O: IQuAME KRA Chairpersons

Dr. Roberto C. Guarte	-	KRA 1 (Governance & Management)
Dr. Oscar B. Posas	-	KRA 2 (Quality of Teaching & Research)
Dr. Othello B. Capuno	-	KRA 2 (Quality of Teaching & Research)
Prof. Manolo B. Loreto, Jr.	-	KRA 3 (Support to Students)
Prof. Efren B. Saz	-	KRA 4 (Relationship with the Community)
Dr. Manuel K. Palomar	-	KRA 5 (Management of Resources)
Dr. Justiniano L. Seroy	-	Self-Evaluation Committee Chairperson

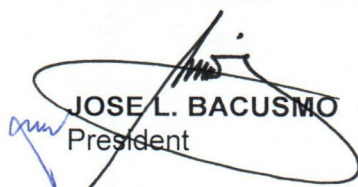
R E: Submission of Complete Set of Documents for IQuAME Evaluation

You are requested to submit the complete set of documents in your area of responsibility to the University Accreditation Center c/o Dr. Lualhati M. Noriel on or before October 6, (Monday), 2008. The Self Evaluators are now ready to evaluate the documents which include:

1. The **Outcomes** per indicator/criterion
2. The **Table** containing **Remarks** and **Evidences** (supporting documents) available opposite the given item
3. All supporting documents listed/cited with proper labels and coding. Please take note of the labeling **examples** below;

GM (Governance and Management) - GM 1 (refers to GM document no. 1)
TR (Quality of Teaching and Research) - TR 10 (refers to TR document no. 10)
SS (Support to Students) - SS 20 (refers to SS document no. 20)
RC (Relationship with the Community) - RC 7 (refers to RC document no. 7)
MR (Management of Resources) - MR 23 (refers to MR document no. 23)

Your usual support is enjoined.


JOSE L. BACUSMO
President