



18 July 2023

MEMORANDUM NO. 714

Series of 2023

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| Dr. Beatriz S. Belonias | - Vice President, Academic Affairs |
| Dr. Rotacio S. Gravoso | - Professor VI |
| Dr. Bayron S. Barredo | - Dean, College of Education |
| Dr. Leo A. Mamolo | - Asso. Professor IV |
| Ms. Honey Sofia V. Colis | - Director, HRMO |
| Dr. Judith B. Jomadio | - Chancellor, VSU Alangalang |
| Ms. Sarah M. Chua | - Director for Adm. and Finance, VSU Alangalang |
| Dr. Luzviminda A. Tajos | - Chancellor, VSU Isabel |
| Ms. Fe Daphney C. Ramos | - HRMO rep., VSU Isabel |
| Dr. Quenstein D. Lauzon, | - Chancellor, VSU Tolosa |
| Mr. Lelius Catalino V. Apostol | - Director for Adm. and Finance, VSU Tolosa |
| Dr. Maria Jehan P. Libre | - Chancellor, VSU Villaba |
| Ms. Daphne Laine D. Ayo | - HRMO rep., VSU Villaba |
- R E:** Authentication of documentary evidences for claims on the 1st Evaluation Cycle for SUC Faculty Position Reclassification (SFPR) based on DBM-CHED Joint Circular No. 03, series of 2022 and the Use of Automated SFPR System

As Chairpersons and Members of the Institutional Evaluation Committee (IEC) and its sub-committees, you are hereby authorized to certify true copy and authentic claim on the required evidence submitted by the faculty members of your respective campuses for the aforementioned Faculty Position Reclassification covering the period of July 1, 2019, until July 31, 2023.

Please take note that the whole VSU system will use the automated system of the said SFPR which can be accessed through <http://cfss.cloud/reclassification/login>. The HRMO will create a user account for each faculty who will apply for reclassification this cycle using the individual VSU email address.

For information and guidance.


EDGARDO E. TULIN
President