



7 September 2023

MEMORANDUM NO. 863
Series of 2023

T O: Human Resource Management Officers
VSU Component Campuses

R E: Institutional Evaluation (IE) for the Faculty Position Reclassification pursuant to DBM-CHED Joint Circular No. 3 s. 2022

In view of the on-going Institutional Evaluation done by the IE Committee for faculty position reclassification, you are hereby directed to report to OVPAA, VSU Main, Visca, Baybay City, Leyte on September 11 and 12, 2023. Your task is to assist the IEC in the evaluation of submitted evidences of your respective faculty members. This is to fast track and ensure that the IE will be finished on or before the deadline on September 15, 2023.

Please bring along a laptop for use in this activity.

For your guidance and participation.

EDGARDO E. TULIN
President

cc: Chancellors of the Component Campuses