

OFFICE OF THE PRESIDENT

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MEMORANDUM CIRCULAR NO. 144
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.**

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 16, 2022, 5:00 PM.

The link will be given to you soon.

For your guidance and compliance.

EDGARDO E. TULIN

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