



# VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines  
**Office of the President**

30 March 2000

## **MEMORANDUM NO. 61**

Series of 2000

**T O: Dr. Vicente A. Quiton  
Dr. Nerelito P. Pascual**

**R E: Preparation of Modified PES for Academic and Administrative Staff**

MC No. 13, s. 1999 required all government agencies to prepare their Modified Performance Evaluation System and to submit same for review and approval by CSC Regional Office not later than June 30, 2000.

To help agencies in the preparation of their Modified PES, the CSC, per MC No. 25, s. of 1999 prepared a model as our guide.

In view of this, you are hereby directed to draft the Modified PES for your respective sectors (Dr. Escalada for academic staff and Ms. Lourdes B. Cano for administrative staff). Please submit your draft for review by your respective personnel boards not later than May 15, 2000 so that the final PES can be forwarded to the CSC Regional Office not later than June 30, 2000. Attached is a copy of CSC MC No. 25, s. 1999 for your guide.

Please be guided accordingly.

  
**PACIENCIA P. MILAN**  
President

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