MEMORANDUM NO. 322
Series of 2024

TO: **DR. OSCAR B. POSAS**
Adjunct Professor

RE: APPOINTMENT AS INTERNAL TECHNICAL EVALUATOR OF THE SUPPORTING DOCUMENTS AND INTERNAL ACCREDITOR FOR THE AACCUP ONLINE LEVEL II ACCREDITATION ON MAY 13-17, 2024 OF THE PROGRAMS OF THE BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING (BSME) AND BACHELOR OF STATISTICS (BSSTAT)

FROM: **DR. PROSE IVY. G YEPES**
University President

DATE: **APRIL 16, 2024**

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby appointed as Internal Technical Evaluator of the Supporting Documents and Accreditor for the AACCUP Online Level II Accreditation on May 13-17, 2024 of the programs of the Bachelor of Science in Mechanical Engineering (BSME) and Bachelor Science in Statistics (BSSTAT)

The internal evaluation of the supporting documents for BS in Mechanical Engineering is scheduled on April 22-26, 2024 and for BS in Statistics on April 29-30, 2024 until May 1-3, 2024.

As Internal Evaluator and Accreditor, you are requested to perform the following functions:

1. Review and evaluate the supporting documents of the BSME and BSTAT programs to see to it that these are relevant to the areas being evaluated. Evaluation of documents will be done using the appropriate survey instruments;

2. Provide suggestions to improve the documents if needed; and

3. Submit to QAC within five (5) days a copy of the program's internal evaluation results (ratings) and actual accreditation.

As a token of our appreciation for your kind assistance, the university will give you an honorarium of Five Thousand Pesos (PhP 5,000.00) per program a total of Ten Thousand Pesos (PhP10, 000.00) only.

We are hoping for your kind approval of this request. Thank you very much.

Conforme:

OSCAR B. POSAS
Internal Technical Evaluator

OFFICE OF THE PRESIDENT
2/F Administration Building, Visayas State University
PQWW+RJM, Baybay City, Leyte, Philippines 6521
Email: op@vsu.edu.ph | Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1000

QS STARS RATING SYSTEM ★ ★ ★

Page 1 of 1
FM-OOP-01
V4 05-09-2023
No. 24-322