



11 January 2023

MEMORANDUM CIRCULAR NO. 1
Series of 2023

T O: VPs, Chancellors, Directors, Deans, Heads, Student Regent
R E: Presentation and Finalization of the Draft University Activities Calendar 2023

The Planning Office is now finalizing the University planning and activities calendar for 2023. The calendar would synchronize major University activities, preventing a conflict of schedule for participants. It will also make preparations for the activities more organized.

In this regard, please attend a virtual meeting for the Presentation and Finalization of the draft University Activities Calendar on **January 17, 2023, 9:00 am (Tuesday)**.

Here is the link for the meeting: <https://meet.google.com/nxh-zucw-yup>

Thank you and have a great day!

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Vice President for PRGAS