



11 March 2021

MEMORANDUM NO. 359
Series of 2021

T O: Prof. Epifania G. Loreto

**R E: Appointment as Internal Technical Evaluator of the documents for the
Level 1 Online AACCUP Accreditation of BS in Mechanical Engineering**

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby appointed as Internal Technical Evaluator of the BS in Mechanical Engineering documents in preparation for the Level 1 AACCUP Online Accreditation of the program on April 19-23, 2021. The internal evaluation of documents will be done on April 5-9, 2021.

As Internal Technical Evaluator you are expected to perform the following:

1. Check and evaluate the Program Performance Profiles (PPPs), supporting documents and compliance reports of the BS in Mechanical Engineering program 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.
3. Submit the evaluation results to ODQA on the agreed deadline.

For your services, you will receive an honorarium of THREE THOUSAND PESOS (Php 3,000.00) upon submission of evaluation results.


EDGARDO E. TULIN
President