



8 September 2022

MEMORANDUM NO. 668
Series of 2022

T O: Dr. Manuel D. Gacutan

**R E: Appointment as Internal Evaluator of the MS in Food Science and Technology
to be subjected to Level III Phase accreditation on October 12-14, 2022**

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby appointed as Internal Evaluator of the program MS in Food Science and Technology, which will be subjected to Level III Phase 2 Online AACUP Accreditation on October 12-14, 2022.

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

1. Evaluate and give suggestions to improve the program's Compliance Reports, Narrative Profiles, and other mandatory documents needed for the accreditation process;
2. Serve as one of the panel of evaluators during the Dry Run presentation of the program's narrative profiles, and
3. Submit to ODQA a copy of the program's evaluation results.

For your services, you will receive an honorarium of **TWO THOUSAND PESOS (Php2,000.00)** upon submission of the internal evaluation results.

For your guidance.


EDGARDO E. TULIN
President