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19 January 2017

MEMORANDUM NO. 02

Series of 2017

**T O : ALL CENTERS/INSTITUTES/COLLEGES/DEPARTMENTS/OFFICES/
UNITS**

R E : Validation of Specifications of Devices for Network Compatibility Issues

This year, we will be preparing our network infrastructure based on the campus or enterprise (Metropolitan Area Network/Wide Area Network) network design. All the networking devices both active and passive components connected in our network must conform to these standards to maximize the use of our network services (VOIP telephone system, CCTV network system, biometric system, etc.) for efficiency and compatibility. However, there are existing devices (switches, wifi AP or routers, CCTV devices, etc.) that only conform to Small Office Home Office (SOHO) standards or LAN network designs and some are already obsolete. These active components will be phased-out in the near future.

For backbone cabling, we already started following the standard of CAT6 or higher cables following the ISO and BICSI standard cables. However, there are offices that continue to buy devices and cables that are not compliant to enterprise standards because of cost, thinking the office can save money.

However, moving to a more efficient, higher bandwidth handling and compatibility of our network devices to improve our services, old devices will be slowly discarded as more network services will be introduced in our network. These old devices can cause a lot of problems in managing our network. In most cases it can create compatibility problems not only in our network standard but as well as in the management of these devices.

In this regard, all offices are requested to have their specifications validated by the UCC office from preparation of Purchase Requests until delivery.

For information and guidance.

A handwritten signature in black ink, appearing to read "Remberto A. Patindol".

REMBERTO A. PATINDOL

Vice President for Administration and Finance