

Office of the President

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MEMORANDUM NO. 267
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T O: All Deans, Department Heads, Faculty and Staff Involved in the AACCUP Level III Phase I Accreditation Activity

R E: October 20, 2016

In view of the Commemoration of the Leyte Landing on October 20, 2016 which is a Holiday in the Province of Leyte, please be informed that those faculty who are involved in the AACCUP Level III Phase I accreditation activity can claim service credits. To support such claim kindly attach a DTR and a certification of service rendered from the Department Head.

For your information and guidance.

EDGARDO E. TI