

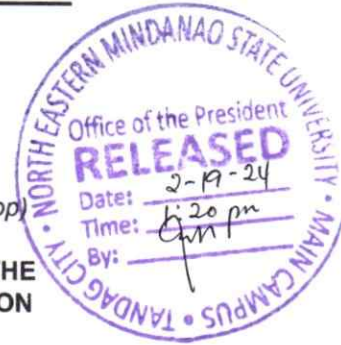


MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
No. 02 - 029, s. 2024

TO: All Concerned Officials and Employees
(see Enclosure 1: List of Identified Participants of the Workshop)

SUBJECT: UPDATED SCHEDULE & IMPORTANT REMINDERS FOR THE
WORKSHOP ON THE REALIGNMENT AND RECALIBRATION
OF THE STRATEGIC DEVELOPMENT PLAN OF NEMSU

DATE: February 19, 2024



Please be informed that the schedule of the **Workshop on the Realignment and Recalibration of the Strategic Development Plan of the University** has been adjusted to **February 21-23, 2024**, with the same venue at **Spacebar, Cagwait, Surigao del Sur**.

As this is the **final phase** of the University's Medium-Term Development Plan (MTDP), **the participants are mandated to attend and prioritize such activity. Strictly NO PROXY allowed.**

All other provisions of Memorandum No. 02-021, s. 2024 is still in effect.

For guidance and compliance.

Digitally signed
by Loayon
Nemesio Gallardo
Date: 2024.02.19
12:41:01 +0800

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Enclosure 1: List of Identified Participants of the Workshop

Unit	Participant
<i>Top Level Managers</i>	University President & Vice Presidents
<i>Middle-Level Managers</i>	Campus Directors
<i>Academic Units</i>	Deans
<i>Semi-Academic Units (Directors or Heads)</i>	Quality Assurance Curriculum Development Research and Development (including heads from campus) Extension and Linkages (including heads from campus) Office of Student Affairs University Library Registrar Department Chairs (1 each college/campus)
<i>Non-Teaching Units (Directors or Heads)</i>	CAO (Administration and Finance) SAO (Administration and Finance) HRMO IGP Internationalization Office Planning Office (including heads of campuses) Project Monitoring Unit GAD University Coordinator ICT Faculty Representative Alumni Representative
<i>Committee</i>	Members of the Committee on the Reformulation of the NEMSU Strategic Plan
<i>Facilitators</i>	Secretariat, encoders, documenters (Planning Office staff, IT, photographer)