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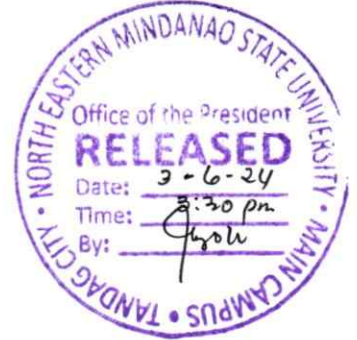
MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
No. 03- 008, s. 2024

FOR : **ENGR. LUZMINDA BACQUIAL**
ITSO Manager

FROM : SUC President III

SUBJECT : **ATTENDANCE TO THE ITSO MANAGERS' GENERAL ASSEMBLY**

DATE : March 6, 2024



You are directed to attend and represent the Innovation and Technology Support Office (ITSO) of the University to this year's ITSO Manager's General Assembly on March 19, 2024 at Metro Manila. Please also identify 1 technical staff to join you at the said event.

Expenses incurred on this travel shall be charged to the local funds of the campus subject to the usual accounting and auditing rules and regulations.

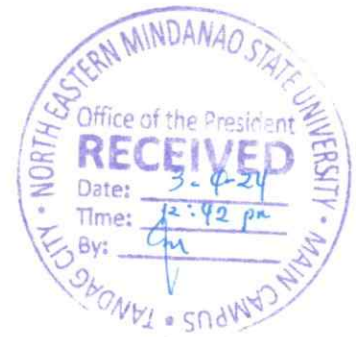
Attached is the communication from the Intellectual Property Office of the Philippines (IPOP/PHL) for your reference.

For information and compliance.

Digitally signed
by Loayon
Nemesio
Gallardo
Date: 2024.03.06
15:17:12 +0800

NEMESIO G. LOAYON, PhD
SUC President III

Attention: **ENGR. LUZMINDA BACQUIAL**
ITSO Manager



Dear Dr. Loayon:

The Intellectual Property Office of the Philippines (IPOP HL) is pleased to invite you and your designated ITSO Manager to this year's "ITSO Presidents' Summit" on **March 18, 2024**, at a venue within Metro Manila.

With the theme, "**ITSO: Celebrating Collaboration, Cultivating Innovation**", this year's Presidents' Summit is once again an occasion to recognize and award the Innovation and Technology Support Office (ITSO) members who have diligently fulfilled the ITSO 2.0 Clustering deliverables for 2023. This event will also present the updates in the ITSO program implementation, aimed at empowering ITSOs to generate more innovative and impactful outputs stemming from their research and development endeavors.

Furthermore, we extend the invitation to your ITSO Manager and one Technical Staff to join us at the **ITSO Managers' General Assembly** on **March 19, 2024**, at the same venue as the Presidents' Summit.

Enclosed are the provisional programs to give you a sense of the occasions' program flow.

For any further details and inquiries, please contact Ms. Leidy Gatuz via email at leidy.caballes@ipophil.gov.ph. We will greatly appreciate your confirmation of attendance on or before 13 March 2024 through this [Registration Link](#).

Thank you very much, and we look forward to your acceptance of this invitation.