



Republic of the Philippines
North Eastern Mindanao State University
Rosario, Tandag City, Surigao del Sur 8300
Telefax No. 086-214-4221
Website: www.nemsu.edu.ph



MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
No. 03- 011 , s. 2024

TO : CAMPUS DIRECTORS, UNIT HEADS

SUBJECT : ONLINE COACHING ON PROPOSAL PREPARATON AND SUPPORTING DOCUMENTS FOR FY2025

DATE : March 7, 2024



In order to attain complete staff work on proposal preparation, you are enjoined to attend the Online Coaching on Proposal Preparation and Supporting Documents for FY 2025 on March 8, 2024; 8:00 AM- 5:00 PM.


The activity will be conducted via Zoom with the following details:

Meeting ID: 949 9441 5746
Passcode: 202295

Campus Directors are also directed to identify personnel directly involved in proposal preparation as participants to this activity.

Attached is the program.

For your information and guidance.


NEMESIO G. LOAYON, PhD
SUC President III



ONLINE COACHING ON PROPOSAL PREPARATION AND SUPPORTING DOCUMENTS FOR F.Y. 2025



Friday, 08 March 2024
8:00 AM - 5:00 PM



New Board Room,
Admin Building

PROGRAM

OPENING PRAYER AUDIO VISUAL PRESENTATION

PAMBANSANG AWIT AUDIO VISUAL PRESENTATION

WELCOME REMARKS ABUNDIO C. MIRALLES, EdD,
VP FOR ADMIN AND FINANCE

RATIONALE SANDRA JESSA S. TRAJANO
BUDGET OFFICER III

MESSAGE NEMESIO G. LOAYON, PhD,
SUC PRESIDENT III

PRESENTATION OF NEMSU
RDC ENDORSED PROPOSAL ENGR. KENNIE F. MONTENEGRO
PLANNING OFFICER

COACHING PROPER ELVIN D. CHATTO
CHIEF, BUDGET & MANAGEMENT
SPECIALIST

RHONA MAE U. GABIA
BUDGET & MANAGEMENT
SPECIALIST III

OPEN FORUM

MASTER OF CEREMONY DR. MICK MARS P. SILVANO
EXECUTIVE ASSISTANT