



MEMORANDUM FROM OFFICE OF THE PRESIDENT

No. 06-06 s. 2024

TO : **PLANNING OFFICERS ACROSS CAMPUSES**
SUBJECT : **MID-YEAR PHYSICAL ACCOMPLISHMENT ASSESSMENT AND WORKSHOP**
DATE : **JUNE 6, 2024**



This is to inform you that the Planning Office will spearhead a Mid-Year Physical Accomplishment Assessment and Workshop on July 12, 2024, from 8:00 AM - 5:00 PM at the Old Boardroom, NEMSU Tandag Campus. This assessment will focus on reporting campuses' 1st semester physical accomplishment, updating RDIP reports, presenting the list of PIP/TRIP FY 2026 proposals and providing an orientation on University Data Hub.

Planning Officers from all campuses are requested to bring their first and second quarter consolidated physical accomplishment report, copy of catch-up plans from the concerned units of their campuses, list of PIP/TRIP proposals and other relevant documents and accomplishments in both soft and hard copies. Additionally, please bring laptops for the presentation of 1st semester physical accomplishments and workshop on the web system application.

Meals, snacks and other incidental expenses incurred during this activity shall be charged to the University funds, subject to the usual accounting and auditing rules and regulations. Transportation and related expenses shall be charged to the campuses. This also serves as your official travel order.

For information and compliance.

for: Nemesio G. Loayon III JUN 06 2024
NEMESIO G. LOAYON, PhD
SUC President III