



Republic of the Philippines  
**North Eastern Mindanao State University**

**MEMORANDUM FROM THE OFFICE OF THE PRESIDENT**  
No. OR-002, s. 2024



To: **VPAA, VPAF, VPRE, Campus Directors, Deans, Directors, CAOs, SAOs, Planning Officer III, Division Heads, Executive Assistant, Facilitators, Documentation Committee and Secretariat**

Date: August 1, 2024

Subject: **CONDUCT OF OPCR MIDYEAR PERFORMANCE REVIEW AND TARGET SETTING CUM VALUES FORMATION and SUC LEVELLING REVIEW**

In the exigency of public service and as part of our commitment to continuous improvement and strategic development, all University Key Officials are directed to attend the **CONDUCT OF OPCR MIDYEAR PERFORMANCE REVIEW AND TARGET SETTING CUM VALUES FORMATION & SUC LEVELLING REVIEW** on **August 8-10, 2024** at Cagwait, Surigao del Sur.

This activity's participants are the Vice Presidents, Campus Directors, Deans, Directors, CAOs, SAOs, Planning Officer III, Executive Assistant III, Facilitators, Documentation Committee, and Secretariat. (see attached)

Hence, Vice Presidents and Campus Directors are required to render their respective reports on the Major Final Outputs, viz., Higher Education, Research, Extension, Administration, and Finance. The participation of all key officials is essential to ensure a comprehensive evaluation of our achievements and to identify areas for improvement. This will also allow us to realign our strategies and catch-up plans to meet the University's VMGO and ALPAS initiatives as the current administration's brand of governance and leadership.

A link to the report template will be shared through the Executive Officials' messenger group chat.

Further, a Re-Orientation on OPCR will be conducted and facilitated by former CSC Director Dr. Harold P. Pareja. Thus, you are required to bring with you the following:

1. A copy of your OPCR targets and accomplishments for F.Y 2024.
2. Relevant data or reports that support your performance metrics.
3. A summary of key achievements and challenges faced during the year's first half.
4. Proposed strategies and action plans for the second half of fiscal year 2024.

There will also be a review of the SUC Levelling preparations.

Please bring your laptops for workshop purposes. Your proactive participation is highly expected for the success of this review and for the strategic development of our university.



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Transportation, meals and snacks, and other incidental expenditures incurred during this activity shall be charged to the University funds, subject to the usual accounting and auditing rules and regulations.

Strict compliance and wide dissemination of this memorandum to all concerned is desired.

**NEMESIO G. LOAYON, PhD**  
SUC President III

Encl.: List of Participants



## LIST OF PARTICIPANTS

SUC President III	Dr. Nemesio G. Loayon
Vice President for Administration & Finance	Dr. Abundio C. Miralles
Vice President for Academic Affairs	Dr. Maria Lady Sol A. Suazo
Vice President for Research & Extension	Dr. Rolly G. Salvaleon
Campus Directors	Dr. Evelyn T. Bagood Dr. Juancho A. Intano Dr. Ariston O. Ronquillo Dr. Noelito B. Salcedo Mr. Whelson C. Pasos Ms. Catherine F. Salomon Dr. Florife O. Urbiztondo
Directors	Mr. Roel T. Lim Dr. Ma. Christina S. Dela Cerna Dr. Erwin B. Berry Dr. Junelito C. Cortes Dr. Shyla O. Moreno Ms. Aida C. Osorio
Deans	Atty. Daniel L. Diaz Dr. Jennifer M. Montero Dr. Annie Y. Samarca Dr. Alex S. Ladaga Dr. Born Christian A. Isip Dr. Romeo A. Patan Dr. Ramel D. Tomaquin Dr. Clemencia L. Sumagaysay Dr. Laurence P. Bazan
Chief Administrative Officer	Dr. Camilo D. Malong Jr.
Supervising Administrative Officers	Engr. Christopher D. Badayos Ms. Leorelie Kim D. Estrada
Unit/Division Heads	Atty. Michicko Donaire-Maglinte Mr. Hussein M. Alawi Mr. Vingie A. Maitom Engr. Lea G. Gurimbao Mr. Joseph B. Cabadonga Engr. Mc Donald G. Amparo Ms. Lynnet A. Sarvida Ms. Glesilda L. Canda Mr. Valerio C. Sagetarios Ms. Ma. Reina S. Acevedo Mr. Floyd M. Mendez



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	Ms. Coleen Joyze C. Malabanan Mr. Anthony B. Yanto Ms. Jenevieve Palma-Babao Campus Planning Officers
Executive assistant III	Dr. Mick Mars P. Silvano
Facilitators	Engr. Kennie F. Montenegro Mr. Jhunrey R. Betonio
Secretariat	Mrs. Concepcion G. Badayos
Documentation & Technical Staff	Mr. Mark Jade G. Burlat RJ Bagares Eguna Cañete Ariel June Lumanda Racho