



Republic of the Philippines
North Eastern Mindanao State University



MEMORANDUM FROM OFFICE OF THE PRESIDENT

No. 4-098, s. 2024

TO : **PLANNING OFFICERS AND STAFF ACROSS CAMPUSES**
SUBJECT : **TECHNICAL SHARING SESSION CUM ANNUAL PERFORMANCE ASSESSMENT ON THE NEW MTDP**
DATE : **NOVEMBER 26, 2024**

Greetings of peace and solidarity.



This is to inform you that the Planning Office will conduct a **Technical Sharing Session cum Annual Performance Assessment on the NEW MTDP** on **December 3-4, 2024** at **Lime and Zest Kitchen, Butuan City**. This session will focus on monitoring campuses' physical report as of 3rd Quarter, reviewing MFO functions, presenting the list of PIP/TRIP proposals and providing an orientation on the Year- end Assessment Form.

Planning Officers from all campuses are requested to bring their latest or 3rd Quarter consolidated physical report with supporting documents and evidence, 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 report presentations, orientation and workshops.

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.
Padayon sa pag-ALPAS NEMSU!

For the grassroots and in the spirit of vibrant leadership,


NEMESIO G. LOAYON, PhD
SUC President III for 

cc: Campus Directors



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List of Participants

Campus Planning Officers	Engr. Kennie F. Montenegro Mr. Jhunrey Betonio Ms. Alyssa May Simplicio Dr. Geraldine V. Darao Engr. Melizande S. Uriarte Engr. Leslie Linghon Ms. Marah Gardigo Ms. Marissa R. Villamon Ms. Nestle R. Amuray
Planning Staff	Ms. Anabel C. Abecia Ms. Mary Therese Kristine Flores Mr. Leomar Amoguis Ms. Dernie Montehermoso Mr. Ireneo V. Elladora, Jr.