



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

**MEMORANDUM FROM THE OFFICE OF THE PRESIDENT**

No. 084 s. 2025

To : ROEL T. LIM, JD, MPA  
CONCEPCION G. BADAYOS  
FRENZY KHARISMA V. BACATAN  
ALEXANDRA A. ALAS  
EUNICE P. PRADO  
KEZIAH APPLE V. TANGAL  
SUNSHINE B. CUARTERO  
JAISERAY V. NAVARRO – Secretariat



Subject: **ATTENDANCE TO THE WRITESHOP FOR L&D AND RSP REVISION AND WELLNESS PROGRAM FOR THE UNIVERSITY**

Date : February 17, 2025

Greetings of peace and solidarity.

In line with our commitment to enhance our operational processes and as we aspire for PRIME HRM Level 2 Accreditation, you are hereby required to attend the writeshop for the revision of the Learning and Development (L&D) and Recruitment and Selection Plan (RSP), incorporating the suggestions from the previous meeting with the review committee. The writeshop will be held on February 18-20, 2025, at NEMSU Main Campus - Old Board Room.

Following the workshop, the revised document will be prepared for presentation to the review committee ahead of the ACO-ADCO Meeting. This revision shall also be included as one of the agenda items for the 1st Quarter Board Meeting.

Transportation, meals and snacks, and other incidental expenses incurred regarding the activity shall be charged to the University funds, subject to the usual auditing rules and regulation.

For your guidance and compliance. Padayon sa Pag-ALPAS NEMSU!

For the grassroots and in the spirit of vibrant leadership,

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