



UNIVERSITY OF THE PHILIPPINES VISAYAS
OFFICE OF THE CHANCELLOR



13 March 2017

MEMORANDUM NO. RAE 2017-03-022

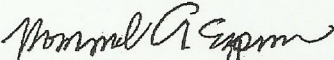
TO : Vice Chancellors/Deans/Directors/Unit Heads
SUBJECT : Collection of Data for the End-of-Term Report

Please be informed that I am now in the process of preparing my end-of-term report for the period 2011-2017.

In this regard, kindly provide the data needed by the Committee tasked to assist me in the preparation of the said report. You may download the template from the UPV Intranet site (<http://intranet.upv.edu.ph/>) and fill out the sections that are applicable to your unit. Please send back a soft copy of the accomplished templates and other needed data through the email address of the Information and Publications Office at: ipo@upv.edu.ph on or before 28 April 2017. For easier and faster retrieval of your data by the Committee, please label the email as "End of Term Report 2011-2017."

Additional data particularly for the second semester of academic year 2016-2017 may still be requested by the Committee.

Thank you for your cooperation.


ROMMEL A. ESRINOSA, Ph.D.
Chancellor

RAE/LCC/eij

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