



Republic of the Philippines
SULTAN KUDARAT STATE UNIVERSITY
Isulan Campus, Isulan, Sultan Kudarat, 9805
Province of Sultan Kudarat

CERTIFIED
180-BORI-2018
Certificate No. 718,439-2
Ref. 180038 10/10/2018

OFFICE OF THE CAMPUS DIRECTOR

11. 16. 2020

Date:

TO/FOR:

College Deans

Subject:

Attached memo

Action/s Needed:

- for your information and perusal
- for appropriate action/compliance
- for comments/suggestion/recommendation
- for signature/Approval
- please come for a meeting/briefing

Remarks:

ELMER C. BUENAVIDES, DIT
Campus Director



Republic of the Philippines
SULTAN KUDARAT STATE UNIVERSITY
ACCESS, EJC Montilla, 9800 City of Tacurong
Province of Sultan Kudarat

CERTIFIED
IEC 6001-2015
Certificate No:
SP-190035

MEMORANDUM NO. 147, S. 2020

APPROVED FOR POSTING
Signature: *[Signature]*
Valid from 11-19-2020 to 11-19-2020

TO : CAMPUS DIRECTORS/DEANS
HUMAN RESOURCE MANAGEMENT OFFICER
IQA

FROM : ROLANDO F. HEDHANOVA, RPAE, Ph.D.
President

SUBJECT : SUBMISSION/PRESENTATION OF INPUTS FOR THE MANAGEMENT
REVIEW/YEAR-END REVIEW AND PLANNING WORKSHOP

DATE : NOVEMBER 13, 2020

1. You are hereby directed to prepare the following as inputs needed (in matrix form) for the Management Review/Year-end Review and Planning Workshop on November 17-19, 2020, to wit:
 - 1.1. Updated Inventory of Physical Facilities, Equipment (including ICT) and Human Resources and Needs; and
 - 1.2. Internal and external issues and recommendations.
2. The Human Resource Management Officer will report the customer satisfaction feedback.
3. The IQA will report the results during the Remote Surveillance Audit and actions to findings and recommendations.
4. The foregoing data will serve as the bases in preparation of the Management Review Minutes and of planning for the targets and accomplishments for FY 2021.
5. For your guidance and strict compliance.

Lgp/2020