



**OFFICE OF THE UNIVERSITY PRESIDENT**

January 3, 2018

**MEMORANDUM ORDER**

**No. 02, s. 2018**

**TO : ALL FACULTY MEMBERS WHO SUBMITTED DOCUMENTS FOR  
 NBC 461 CYCLE 7A EVALUATION**

**SUBJECT : NBC 461 CYCLE 7A DOCUMENT VALIDATION**

To proactively respond to the upcoming PASUC/DBM Advisory on the administration of the **NBC 461 Cycle 7A** pertaining to the faculty members' reclassification of ranks, please present yourself for the final validation of documents on the corresponding schedule:

DATE	TIME	COLLEGE	VENUE
January 4, 2018	1:00 p.m. to 5:00 p.m.	CEIT	CEIT AVR
January 5, 2018	1:00 p.m. to 5:00 p.m.	CEd	
January 8, 2018	8:00 a.m. to 5:00 p.m.	CAS	
January 9, 2018	8:00 a.m. to 12:00 nn.	CASNR	

Your utmost cooperation and eager participation to this call will redound to our early submission of documents to the Zonal Center at USTP, Cagayan de Oro City.

Please be guided accordingly.

  
**ANTHONY M. PENASO, Ph.D.**  
 University President