



MEMORANDUM

No. 04, Series of 2024

DATE : 09 JULY 2024

TO : FACULTY AND STAFF

RE : PROGRAM IMPLEMENTATION REVIEW (PIR) – JANUARY TO JUNE 2024

This memorandum serves as a reminder for the upcoming Program Implementation Review (PIR) covering the period from **January to June 2024**.

Presentations and Reports Submission:

- All office coordinators and in-charge are required to prepare and present their PIR reports on **Thursday, July 11th**.
- Please ensure your reports are finalized and ready for submission by the aforementioned date.

Your timely response and cooperation in this matter are greatly appreciated.

(Sgd)
Ricky S. Tadlip, PhD
College President