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BICOL UNIVERSITY

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Office of the President

11 July 2023

OFFICE MEMORANDUM

No. 200 series of 2023

**TO: ACADEMIC DEANS AND DIRECTORS
COLLEGE LOCAL EVALUATION COMMITTEE
FACULTY MEMBERS
Bicol University**

**SUBJECT: PREPARATION OF PERTINENT DOCUMENTS FOR SUBMISSION FOR
THE IMPLEMENTATION OF FACULTY RECLASSIFICATION BASED ON
DBM-CHED JOINT CIRCULAR NO. 3, s. 2022**

In adherence to the issuance of the DBM-CHED Joint Circular No. 3, s. 2022 entitled "*Guidelines for Faculty Position Reclassification for SUCs*", this office hereby directs all faculty members to prepare pertinent documents for evaluation to be submitted on July 31, 2023.

Faculty members are advised to scan their supporting documents while the university awaits the final Excel forms that CHED will provide.

For information, guidance, and immediate compliance of all concerned.

BABY BOY BENJAMIN D. NEBRES III
SUC President IV