



Republic of the Philippines
CEBU TECHNOLOGICAL UNIVERSITY
 MAIN CAMPUS

M. J. Cuenco Avenue Cor. R. Palma Street, Cebu City, Philippines
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OFFICE OF THE UNIVERSITY PRESIDENT

October 6, 2022

CTU MEMORANDUM

No.: PJ06 - 589, s. 2022

TO : UNIVERSITY REGISTRAR
 CAMPUS REGISTRARS/DESIGNATES
 REGISTRARS OFFICE STAFF

SUBJECT : 4TH QUARTER REGISTRARS MEETING

1. The office of the University Registrar will hold its 3-day 4th Quarter Registrars Meeting on **November 22-24, 2022 at the Moalboal Tropic, Moalboal, Cebu.**
2. The agenda to be discussed are the following:
 - 1.1. Streamlining of the Registrar’s Office process;
 - 1.2. Evaluation and Revision of RO Forms;
 - 1.3. Proposal for Document Fees Adjustment; and
 - 1.4. Other matters.
3. In this connection, all concerned are hereby directed to travel on **Official Business** to convene for the abovementioned intention.
4. A registration fee of One Thousand Five Hundred Pesos (Php 1, 500.00) per day will be collected per participant to defray administrative expenses during the said meeting.
5. Travel and all other incidental expenses incurred during the said activity shall be chargeable against local funds of the campus concerned, subject to usual COA Accounting and Auditing rules and regulations and by Executive Order No. 298, and subject finally, to compliance with the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF) protocols.
6. This is for your information, attendance, and guidance.

[Signature]
ROSEIN A. ANCHETA Jr., ASEAN P.E., D.M., Ph. D.
 SUC President IV

CEBU TECHNOLOGICAL UNIVERSITY
 OFFICE OF THE UNIVERSITY PRESIDENT
RELEASED
 DATE: Oct. 7, 2022 TIME: 02:04 PM
 BY: MILLJACOB E



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OFFICE OF THE REGISTRAR

September 27, 2022

DR. ROSEIN A. ANCHETA, JR.
 University President
 Cebu Technological University
 CTU, Cebu City



Dear Sir,

The undersigned is formally requesting your approval to hold a 4rth Quarter Registrars Meeting on Nov. 22-24, 2022 at Moalboal Tropics, Moalboal, Cebu .
 The purpose of the meeting is to have an in-depth discussion on the following agenda:

1. Streamlining of the Registrar's Office process.
2. Evaluation and Revision of RO Forms.
3. Proposal for Document Fees Adjustment.
4. Other matters.

Expected participants are the University Registrar, Campus Registrars/designates and RO staff.

Travel expenses in the amount of **One Thousand Five Hundred pesos (1,500.00)** per day. Registration per participants will be charged to the local fund of each campus, subject to accounting and usual COA rules and regulations.

Hoping this request is given utmost consideration and approval.

Respectfully yours,

MARIA GIRLIENA G. CORSO
 Registrar II

Recommending Approval:

HEDELIZA A. PINEDA, Ph.D.
 VP for Academic Affairs

Funds Availability:

GILMINARDE A. SANTOS
 Accountant IV

EMMA R. SACAN
 Chief Admin. Officer-Finance

Approved:

ROSEIN A. ANCHETA, JR. ASEAN P.E., D.M., Ph.D.
 University President





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OFFICE OF THE REGISTRAR

EXPECTED PARTICIPANTS

CTU MAIN CAMPUS

FELICIDAD C. HERAMIS
 MARIA GIRLIENA G. CORSO

ARGAO CAMPUS

JOSEPHINE CABARDO

BARILI CAMPUS

BARBARA ANNE D. BOLTADOR

CARMEN CAMPUS

ENA BAYANI
 MARIA ISABEL DIAZ

CEBU CITY MOUNTAIN COLLEGE

KRISTEL MAE ESCUADRO

DANAO CAMPUS

ROSEMARIE ABAYON

DAANBANTAYAN CAMPUS

MARIA CRESENCIA S. COMPUESTO
 FAIMA ARRIESGADO
 MARICEL POTESTAS

TUBURAN CAMPUS

CRISSANA YAP

MOALBOAL CAMPUS

LYN FRANCIS NACION
 VIVIEN TEVES
 GRESULMAR CARBA

SAN FRANCISCO CAMPUS

MARIVIC T. CATULPOS
 PRIMAR T. CEBUCO

CCMC-CN

SHAILEN FRANCISCO

PARTICIPANTS EXTENSION CAMPUSES

SAN FERNANDO EXT. CAMPUS

WILFREDO ANOOS

DUMANJUG EXT. CAMPUS

NIÑA MARIE C. BULIBULI

GUBA EXT. CAMPUS

ELISA PAYOD

CEBU CONSOLACION CAMPUS

JOSEPH PAGAREDO

NAGA CAMPUS

JOVEL ESPINA CADAVOS

