

UNIVERSITY OF THE PHILIPPINES MANILA
8th Floor, Central Block, PGH Building, Taft Avenue, Manil.
The Health Sciences Center



HRDO10003463

Office of the Chancellor

1 December 2016

MEMORANDUM NO. CCDP 2016- 121

TO : DEANS/DIRECTORS/HEADS
Attention: Administrative Officers/Designees

FROM : *CDP*
CARMENCITA D. PADILLA, MD, MAHPS
Chancellor *W*

SUBJECT : Performance Appraisal of REPS *N*

All Research, Extension and Professional Staff (REPS) are required to submit their performance appraisal for the second semester (July-December 2016) to the Human Resource Development Office, on or before 19 December 2016.

Heads and supervisors shall monitor strictly the compliance to this requirement and ensure its submission as per set deadline.

For information and guidance.