



Republic of the Philippines  
**Unified Student Financial Assistance System for Tertiary Education**

Ground Floor, Bldg. E, UP Ayala Land Technohub Complex, Commonwealth Ave., Diliman, Quezon City  
Email: unifastsecretariat@ched.gov.ph



**MEMORANDUM FROM THE OFFICE OF THE EXECUTIVE DIRECTOR**

For: **CHED REGIONAL DIRECTORS and OFFICERS-IN-CHARGE**

Through: **ATTY. CINDERELLA FILIPINA S. BENITEZ-JARO**  
Executive Director IV, Commission on Higher Education

Subject: **HIRING OF UNIFAST STAFF UNDER CONTRACT OF SERVICE (COS)  
FOR FY 2022 IN THE CHED REGIONAL OFFICES**

Date : December 24, 2021

The UniFAST Board during its 38<sup>th</sup> Regular Board Meeting on December 6, 2021 has approved the re-hiring of the existing ten (10) UniFAST regional staff in the CHEDROs under Contract of Service (COS) for FY 2022, through Board Resolution No. 2021-023. Their hiring of the COS staff shall be based on their performance as reflected in the approved 2021 Individual Performance Commitment Review (IPCR) Form, duly signed and approved by the Regional Director.

Moreover, the approved re-hiring of existing UniFAST personnel in the Regional Offices is from January 1, 2022 to December 31, 2022 and the compensation is based on the Salary Standardization Law (SSL) Second Tranche, effectivity date: January 1, 2022;

Thank you for your unwavering support and cooperation with UniFAST.

  
**ATTY. RYAN L. ESTEVEZ**  
OIC, Executive Director IV-UniFAST

vbg 12-24-21

