



Republic of the Philippines
Office of the President
COMMISSION ON HIGHER EDUCATION
REGIONAL OFFICE XI
Loyola St., Obrero, Davao City



Tel. Nos.: +63 (82) 295-3418 • 295-7696 • 282-4448 • 321-7418 Email: chedro11@ched.gov.ph

REGIONAL MEMORANDUM
No. 032 s. 2020

**FOR : ALL PRESIDENTS/HEADS/OFFICERS-IN-CHARGE
PUBLIC AND PRIVATE HEIs**

ATTENTION : TES FOCAL PERSONNEL

**SUBJECT : CALL FOR SUBMISSION AND CONDUCT OF ORIENTATION-WORKSHOP ON
THE PREPARATION OF BILLING DOCUMENTS OF THE ONGOING TULONG
DUNONG GRANTEES UNDER TERTIARY EDUCATION SUBSIDY (TDP-TES) IN
1ST SEMESTER ACADEMIC YEAR 2020-2021**

DATE : November 10, 2020

In relation to the JMC No. 02 s. 2020 - Guidelines for the Implementation of the Tulong Dunong for Ongoing Grantees under Tertiary Education Subsidy (TDP-TES), the CHEDRO XI hereby disseminates the Call for Submission of Billing Documents of the Ongoing Tulong Dunong under Tertiary Education Subsidy (TDP-TES) in 1st Semester Academic Year 2020-2021 **to be submitted on or before November 17, 2020** with the following requirements:

SEQ.	TDP-TES BILLING DOCUMENTARY REQUIREMENTS	DETAILS
1.	Billing Details in Four (4) copies	Signed by the Scholarship Coordinator, Certified by the School Registrar and Approved by President/Head of HEI
2.	Certificate of Registration (COR) in PDF File	Signed and certified by the School Registrar with official school dry seal in Original Copy/Certified True Copy
3.	Photocopy of ID with Three (3) Specimen Signature in PDF File	Original Copy/Certified True Copy
4.	Certified True Copy of Grades in the previous Semester in One (1) copy	Certified by the School Registrar; Must have a passing General Weighted Average

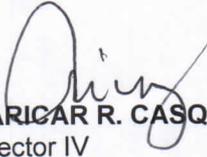
In view thereof, the CHEDRO XI will be conducting an Orientation-Workshop on the Preparation and Submission of the Billing Documents on **Friday, November 13, 2020 from 9:00 AM to 4:00 PM, via Zoom application**. All **TES Focal Personnel** of Public and Private HEIs in this Region are hereby invited to attend by visiting this link for the upcoming Zoom meeting: <https://prime-ph.zoom.us/join/7362812345>

For further inquiries and clarifications, HEIs may coordinate with this Office at (082) 295-3418 or email unifastro11@ched.gov.ph through our UniFAST Regional Coordinators:

- 1) Reizzel Ann L. Caguco (racaguco@ched.gov.ph) – PHEIs in Davao del Norte, Davao de Oro and Davao Oriental
- 2) Jason I. Oraiz (joraiz@ched.gov.ph) – PHEIs in Davao City (A to J)

- 3) Mark Joseph C. Castañeda (mjcastaneda@ched.gov.ph) – PHEIs in Davao City (K to U) and Davao del Sur
- 4) Ched A. Morato (cmorato@ched.gov.ph) – SUCs and CHED-Recognized LUCs

Thank you for your usual support and cooperation.


MARICAR R. CASQUEJO, Ph. D., CESO III
Director IV

/ldp/ralc/cam/CHEDROXIUniFAST-2020-1110-88

