



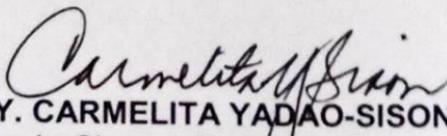
Republic of the Philippines
Unified Student Financial Assistance System for Tertiary Education

Ground Floor, Philippine Social Science Council Bldg. Commonwealth Avenue, Diliman Quezon City
Tel No. 9229630 Email. unifastsecretariat@ched.gov.ph



MEMORANDUM FROM THE OFFICE OF THE EXECUTIVE DIRECTOR

For: **ALL REGIONAL DIRECTORS**
Commission on Higher Education

From: 
ATTY. CARMELITA YADAO-SISON MNSA, Ph.D.
Officer-in-Charge, Executive Director IV
Unified Student Financial Assistance System for Tertiary Education

Subject: **ORIENTATION AND TRAINING WORKSHOP FOR UNIFAST TERTIARY EDUCATION SUBSIDY (TES) PARTNERS' PORTAL AND CHED REGISTRY OF QUALITY-ASSURED INSTITUTIONS AND PROGRAMS**

Date: 28 August 2018

The UniFAST Governing Board and the CHED Commission en Banc approved the conduct of a series of orientation and training workshops on the UniFAST Partners' Portal for TES System and CHED Registry in separate meetings held on July 3, 2018 and July 18, 2018, respectively. The UniFAST Information and Communication Technology (ICT) Team in partnership with CHED – Office of Planning, Research and Knowledge Management (OPRKM) will host the initial workshop on Friday, September 7, 2018 at a venue in U.P. Diliman, Quezon City.

The main purpose of the said event will focus on the functionality of TES Partners' Portal as a web facility or gateway of encoding and updating the database of CHED Registry of Quality-Assured Institutions and Programs from the different CHED Regional Offices.

In this regard, may we request your office to prepare the travel authority of the identified CHED officials and UniFAST Regional Coordinator to attend this important activity from September 6-8, 2018 inclusive of travel time. Meals during the event shall be provided by the UniFAST Secretariat. However, other expenses such as transportation and accommodation shall be charged to their respective Maintenance and Other Operating Expenses (MOOE) in accordance with the existing government accounting and auditing rules and regulations.

During the training workshop, each region will be given access to the TES Partners' Portal and import the corresponding CHED Registry. For this reason, the UniFAST is requesting the official copy of the recent data of the CHED Registry in the region including the electronic copy in Excel format.



Listed below are the names identified to represent each CHED Regional Office.

| Region | CHEDRO Higher Education Management Information System | UniFAST Regional Coordinators |
|-----------|---|-------------------------------|
| Region 1 | Elvin Casem | Alexis Dolores |
| Region 2 | Don Dela Cruz | Rejoice D. Tan |
| Region 3 | John Wesley S. Calagui | Ginnette Medina |
| Region 4a | Ryan Paul D. Abiela, Education Specialist II | Jason Roque Kim Apura |
| Region 4b | Eng'r. Edgar Cepe, Chief Education Specialist Victor Conanan | Hagai Toyokan |
| Region 5 | Engr. Elma E. Naz Lenie R. Penetrante | Jay-R R. Redita |
| Region 6 | Dennis Lagmay | Christine Real |
| Region 7 | Jameson T. Lim | Daniel Malunjao |
| Region 8 | Niel Lawrence Dolor | John Nhel Mejido |
| Region 9 | Dr. Joe-an G. Cuaresma Engr. Joseph Lou Sta. Teresa | Heidi Faith Cruz |
| Region 10 | Miriam B. Fuentes, Ph.D. | Virgilio S. Luzana |
| Region 11 | John Mark M. Dumanig, Education Specialist II Mark Joseph Castañeda, Project Technical Staff | Ched Morato |
| Region 12 | Bintula S. Mungkas, Jr. | Mark June Aporador |
| ARMM | Comm.Hja. Luningning Misuarez-Umar,Ed.D Rowel A. Dumanglas | Fahad Alfad |
| CAR | Jude Ambucay, Education Specialist II Darius Coloma, Education Specialist II | Jezeny Laoyan |
| CARAGA | Amy C. Saavedra | Heidi Paradero |
| NCR | Dr. Renato Villegas Freddie Landicho | Kendmark Hernandez |

Please contact **Mr. Melgie A. Alas**, Technical Assistant for Field Operations and Partnerships or **Mr. Michael Geroche** through their contact numbers +63-917-8010-167 and +63-917-5076-063 for any further inquiries and clarifications.

For confirmation of their attendance, please complete the online registration details at <https://tinyurl.com/TESPortalandRegistry7Sept>

Thank you for the usual support and cooperation.

