



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

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

For : **DR. LEONIDA S. CALAGUI, CESO III**  
Director IV  
CHED Regional Office - CARAGA

From : **ATTY. CARMELITA YADAO-SISON MNSA, Ph.D.**  
OIC Executive Director IV

Subject : **EXECUTIVE MEETING/DIALOGUE WITH PRESIDENTS/HEADS OF HIGHER EDUCATION INSTITUTIONS (HEIs) IN CARAGA REGION TO DISCUSS AND CLARIFY ISSUES CONCERNING UPDATES ON THE STATUS OF APPLICABLE PROGRAMS UNDER R.A. 10931 I.E. FREE HIGHER EDUCATION (FHE) TERTIARY EDUCATION SUBSIDY (TES) AND THE STUDENT LOAN PROGRAM**

Date : 8 May 2019

Upon the recommendation of Chairman J. Prospero E. De Vera III, on February 27, 2019, the UniFAST Board approved the Guidelines on the TES Disbursement and Monitoring System for Private Higher Education Institutions with validated TES Grantees during the transitory period in Academic Year 2018-2019. On March 11, 2019, the Commission en Banc as concurred by the CHED National Directorate of all Central and Regional Directors suggested further refinement on the said guidelines which is included in the agenda for ratification/approval of the UniFAST Governing Board during its 20<sup>th</sup> Regular meeting on March 27, 2019.

As part of the functions of the UniFAST Secretariat, we are conducting a series of **Executive Meetings/Dialogue with Presidents of public and private HEIs** to clarify procedures and requirements of RA 10931 programs particularly Free Higher Education and Tertiary Education Subsidy. This will facilitate the smooth and efficient compliance by these institutions with all pertinent requirements in order to better serve our primary stakeholders – the students enrolled in their colleges and universities. Successful sessions with the Presidents of Regions 1, 3, 4, 5, 6, 7, 8, 9, 10, 11, MIMAROPA, NCR, CAR and ARMM HEIs have been conducted from January 25, 2019 to May 3, 2019 in collaboration with the Regional Directors. The UniFAST Secretariat therefore requests the assistance of your Office in conducting a similar activity on **Friday, May 24, 2019 at a venue in Butuan City with the Presidents/Heads of public and private HEIs in Caraga Region from 9:00 a.m. to 12:00 noon**. On the same date, the National Intelligence Coordination Agency (NICA) in coordination with UniFAST Secretariat will conduct a **National Security Briefing to all UniFAST Regional Coordinators in Visayas and Mindanao at 1:30 p.m. to 5:00 p.m.**, respectively at a venue that will be announced as soon as identified. The Regional Coordinators from Central and Luzon offices who were unable to attend the briefing conducted in Luzon last March 20, 2019 are expected to join the National Security Briefing this May 24, 2019 at Butuan City.

In this regard, the UniFAST Secretariat requests the assistance of your office to facilitate the procurement of the supplies and materials, food, venue, accommodation, transportation (VAN to be used by the delegates from UniFAST Central Office and Resource Speakers from NICA) and other related incidental expenses in the conduct of the said event. The UniFAST Regional Coordinators of Caraga Region are hereby enjoined and advised to inform the Presidents/Heads of HEIs of the venue of the meeting/dialogue.

Thank you for your usual support and cooperation.

Cc: Dr. Julieta M. Paras, ED.D, CESE, Regional Director, CHEDRO II

