



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

For : **CHED REGIONAL DIRECTORS AND OFFICERS-IN-CHARGE  
UNIFAST REGIONAL COORDINATORS  
CHED ADMINISTRATIVE, FINANCIAL & MANAGEMENT SERVICE  
(AFMS)**

Through : **ATTY CINDERELLA FILIPINA S. BENITEZ-JARO**  
Executive Director IV, CHED

From :   
**ATTY RYAN L. ESTEVEZ**  
OIC, Office of the Executive Director IV, UniFAST Secretariat

Subject : **TEMPLATE LIST OF TES-3B GRANTEES**

Date : August 20, 2021

Section 3.6 of UniFAST Memorandum Circular No. 01, series of 2021, states that, upon complete validation of the UniFAST Regional Coordinators, the CHED Regional Offices (CHEDROs) shall issue a memorandum signed by the Regional Director endorsing for approval of the UniFAST Secretariat the list of approved TES-3B claims in the region.

In relation thereto, please find attached the template list of TES-3B claims which the CHEDROs shall endorse for approval of reimbursement to the UniFAST Secretariat.

Thank you.

cc: **J. Prospero E. De Vera III, DPA**  
Chairman, CHED and UniFAST Board