



MEMORANDUM

No. 124 s. 2024

TO : All Office and Department Heads
 FROM : Campus Director
 DATE : 9 October 2024
 SUBJECT : Conduct of post-activity evaluation

As you may already know, we are required to conduct post-activity evaluations for accreditation purposes. For this reason, please don't forget to conduct a post-activity evaluation every time you hold seminars, workshops, conferences, orientations, and other activities. Use the attached "client satisfaction survey" form. The form for other activities, such as Intramurals, will follow soon.

Please be guided accordingly.

In the service of God, country, and EVSU,

DR. JEFFRY OCAY
 Campus Director

Acctg. Sec. 10/10/24
 CASHIER 2 10/10/24
 DILLONSONG
 PHO
 Edu. Dept. 10/10/24
 10:12AM
 Clinic - 10/10/24
 10:15AM

EVSU - OCC
RECEIVED

By: Jr - JRM/2024
 Date: 10-10-24

Egr. Dep. Silvana 10-10-24
 9:44AM
 SWSU Dep. Jy 10-10-24
 9:24AM
 Sports: Jy 10/10/24
 9:29
 CSO: Jy 10/10/24
 Library: Jy 10/10/24
 Registrar: Jy 10/10/24
 INDTech: Jy 10/10/24

Received by:
 NIKERAY DOMINILLO 10-10-24
 SAO: Jy 10/10/24
 AO - Jy 10/10/24

Received by:
 (CASHIER) PIRENE L. MORALES 10-10-24
 9:47 AM
 Budget: Jy 10/10/24