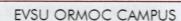


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Republic of the Philippines EASTERN VISAYAS STATE UNIVERSITY Ormoc City





MEMORANDUM

No. 194 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

Exercised by:

| Proposed | Propo