

KMISD →

Reference No. 2023-09-72
September 15, 2023

MEMORANDUM FROM THE DIRECTOR

TO : ALL CONCERNED EMPLOYEES

SUBJECT : APPROVED MAJOR ACTIVITIES OF THE BUREAU FOR THE YEAR 2024 AND ONWARDS

In line with the Bureau’s continuous efforts in ensuring a more efficient and effective handling of DA-BAR’s major events, and as a result of a thorough discussion among heads of the various divisions, the conduct of the following major activities of the Bureau, the specific division in charge and proposed schedule for 2024 and possibly succeeding years, was approved for implementation:

Major Activities	Lead Division	Proposed Schedule
NAFTE	PMELD	May/June
National AFRREDN Meeting	PMELD	August (last week)
BAR Anniversary	KMISD	August (first week) ✓
National Research Symposium	PDD	October (first week)
Sustainable Challenge Award	KMISD	December (first week) ✓
Research Management Meeting	PMELD	Quarterly
Year-End Assessment and Culminating Activity	PMU & PDD	December
Annual Agency Performance Review Conference	PMU	January
Mid-year PCR Assessment Workshop (1st Sem)	PMU	July
Magna Carta	IDS,PDD	Quarterly, Year Round
National Women’s Month	KMISD	March ✓
Scientific Career Evaluation Committee	IDS,PDD	Upon application
Degree Scholarship Program	IDS,PDD	Year Round

In addition, the budget allocations for each major activity shall be lodged in the PPMP of the Division-in-charge as stated above.

For your information and guidance.

JUNEL B. SORIANO, PhD