

**OP Advisory No. \_\_\_\_\_, s. 2024**

Date: [month-day-year]

To: [Full Name, Designation - Not Bold]

\*If the names are many, use "All Concerned (*herein attached/named*)"

Subject: \_\_\_\_\_

Please be informed of the joint presentation of your committees' Erasmus+ 2024 Proposals on January 25, 2024, at 9:00 AM in the Board Room.

For your guidance.

**WILFREDO A. DUMALE, JR.**

Public Servant and University President

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Vice Presidents

Campus Administrators

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