




UNIVERSITY OF THE PHILIPPINES  
UPLBFI LOS BAÑOS FOUNDATION, INC.

**MEMORANDUM NO. 2**

To: All project leaders of UPLBFI-managed projects

From:   
DR. CASIANO S. ABRIGO, JR.  
Executive Director

Date: March 19, 2015

Subject: Quarterly project review for on-going projects

Henceforth, UPLBFI shall conduct a quarterly review/evaluation of the project accomplishments for the period to discuss gaps (if any) between targets and actual outputs both technical (optional) and financial status (mandatory).

UPLBFI might be of help towards a timely completion of the project and liquidation of the project funds to the concerned funding agencies.

Those who will opt to participate in this exercise may please submit to UPLBFI your convenient schedules for review.

Thank you!