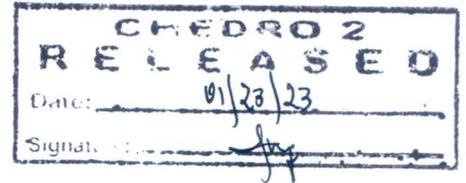




Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION
Region 02

REGIONAL MEMORANDUM
No. 012, series of 2023



**FOR : ALL PRESIDENTS/HEADS/OFFICERS-IN-CHARGE OF STATE
UNIVERSITIES AND COLLEGE (SUCs) IN REGION 2**

SUBJECT : BUSINESS CONTINUITY PLAN EXECUTIVE AND MENTORING SESSIONS

DATE : JANUARY 23, 2023

Attached for the information and participation of the concerned SUCs is a copy of the Memorandum from **ATTY. CINDERELLA FILIPINA S. BENITEZ-JARO**, Executive Director IV, Office of the Executive Director, Commission on Higher Education, inviting executive staff of SUCs to participate in the Business Continuity Plan Executive and Mentoring Sessions (BCP4SUCs), to be conducted by the De La Salle-College of Saint Benilde (DLS-CSB) on **January 23–26, 2023** at the J&V Hotel and Resort, Purok 5, Sevilla Center, San Fernando, La Union.

Attached further is the letter of invitation from DLS-CSB, which also provides details of the said activity. The BCP4SUCs team may be reached at **joren_carlo_altura@dlsu.edu.ph**.

ATTY. MARCO CICERO F. DOMINGO
OIC-Director IV

Encl.: as stated

Kindly rate the delivery of our services through the link below:

Link: bit.ly/CHEDRO2CSS

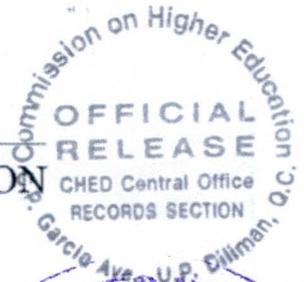
Your response shall help us improve our systems and procedures so we can better serve you.

Thank you.



Republic of the Philippines
OFFICE OF THE PRESIDENT

COMMISSION ON HIGHER EDUCATION



MEMORANDUM FROM THE OFFICE OF THE EXECUTIVE DIRECTOR

No. 56, series of 2023



FOR : **PRESIDENTS / OFFICERS-IN-CHARGE OF STATE UNIVERSITIES AND COLLEGES (SUCS) AND LOCAL UNIVERSITIES AND COLLEGES (LUCS) IN REGIONS I AND II**

SUBJECT : **BUSINESS CONTINUITY PLAN (BCP) EXECUTIVE AND MENTORING SESSIONS**

DATE : **19 JANUARY 2023**

The De La Salle College of St. Benilde (DLS-CSB), in partnership with the Commission on Higher Education (CHED) will be conducting a Business Continuity Plan (BCP) Executive and Mentoring Sessions on **January 23 to 26, 2023**, at the **J&V Hotel and Resort**, Purok 5, Sevilla Center, San Fernando City, La Union.

The main objectives of this activity is to develop a business continuity plan and ICT continuity plan for the respective SUCs and LUCs in Regions I and II so as to ensure the adoption of business continuity planning processes in these academic institutions, and to enhance their capacity to utilize ICT to support the continuity of higher educational services.

In this connection, we are inviting you and the executives of your institutions to attend the said activity. Attached herewith is the letter of invitation from the DLS-CSB, in which the details of the above-mentioned activities are stated. The BCP4SUCs team may be reached at joren_carlo_altura@dlsu.ed.ph.

Thank you.

ATTY. CINDERELLA FILIPINA S. BENITEZ-JARO

Executive Director IV

Contact us: executivedirector@ched.gov.ph / (+63) 998-592-1880

Give us Feedback: <https://bit.ly/OEDCCSS>



11 January 2023

To: SUC and LUC Executives in Regions I & II

Fr: BCP4SUC Project Team

Re: BCP4SUC Executive and Mentoring Sessions in San Fernando City, La Union

Greetings!

In partnership with the Commission on Higher Education (CHED), it is with great pleasure that we invite you and the executives of your institution to the Business Continuity Program (BCP) Executive and Mentoring Sessions on 23 - 26 January 2023. This initiative spearheaded by CHED and its implementing partner De La Salle – College of St. Benilde hopes to strengthen higher education institutions' flexible learning initiatives and enhance their abilities to adapt to the new normal by helping them develop their own Business Continuity and ICT Continuity Plans (BCP/ICT-C).

As this project is meant for the entire critical management team of your SUC/LUC, which is why through you, we are also extending this invitation to your fellow executives, directors, and/or officials holding a critical management position.

In line with the proposed face-to-face BCP4SUC Executive Sessions and Mentoring in La Union, we would like to inform your good office that our official venue will be at the **J&V Hotel and Resort**, Purok 5, Sevilla Center, San Fernando City, La Union.

Please note our schedule of activities on the following dates:

23 – 24 January 2023	Executive Sessions: Business and ICT Continuity Programs	A two-day seminar covering the basics of a Business and ICT Continuity Plan with our subject matter experts to better prepare our SUCs and LUCs for any disruptions to their day-to-day operations. The sessions are open to top-level executives of SUCs and LUCs. Up to 3-5 representatives from each SUC/LUC can be accommodated.
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<p>25 January 2023</p>	<p>Mentoring Sessions for Region 1 SUCs</p>	<p>A more focused approach on refining the Business and ICT Continuity Plan of the participating SUCs to produce a polished continuity plan that will cater to their respective needs.</p>
<p>26 January 2023</p>	<p>Mentoring Sessions for Region 2 SUCs</p>	<p>Attendees for this session are SUCs who have previously attended the BCP4SUC Online Training Workshops. SUCs and LUCs who have not gone through the Online Training Workshops may attend as observers.</p>

To confirm your attendance and to have your contact where we can send you the materials, certificates for this workshop, and other announcements, please sign-up through this link: <https://tinyurl.com/REMS-LUregistration>. The program flow will be provided at a later date before the actual event.

The event is **free**, inclusive of snacks and lunch. However, expenses incurred in attending the event, such as transportation and/or accommodation, must be shouldered by the attendees. E-certificates will be issued through email after the four-day event.

We look forward to your support for this program and to see you in person. If you have any questions or concerns, feel free to reach us at joren_carlo_altura@dlsu.edu.ph.

Yours truly,

Gary Ador Dionisio
Dr. Gary G. Ador Dionisio
 Project Manager