



Republic of the Philippines  
OFFICE OF THE PRESIDENT  
COMMISSION ON HIGHER EDUCATION  
Regional Office III

**RELEASED**  
FEB 24 2021  
CHEDRO III

**CHEDRO-III MEMORANDUM**

No. 016, series of 2021

For : **ALL PRESIDENTS / HEADS OF HIGHER EDUCATION INSTITUTIONS (HEIs) IN REGION III OFFERING MEDICINE, NURSING, MEDICAL TECHNOLOGY/ MEDICAL LABORATORY SCIENCE, MIDWIFERY, PHYSICAL THERAPY PROGRAMS**

Subject : **CALL FOR APPLICATION ON THE CONDUCT OF LIMITED FACE-TO-FACE CLASSES**

Date : **23 February 2021**

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Pursuant to the pertinent provisions of CHED-DOH Joint Memorandum Circular (JMC) No. 2021-001 on the "Guidelines on the Gradual Reopening of Campuses of Higher Education Institutions (HEIs) for Limited Face-to-Face Classes during the COVID-19 Pandemic", Presidents/Heads of HEIs offering Medicine, Nursing, Medical Technology/Medical Laboratory Science, Midwifery, and Physical Therapy programs – who wish to apply for the conduct of limited face-to-face classes – are requested to submit their letter of intent to [chedro3@ched.gov.ph](mailto:chedro3@ched.gov.ph) on/before 26 February 2021, prior to submitting their complete application documents.

Further, to ensure consistency of the implementation of the JMC, the HEIs are requested to include the names and contact details of the DOH CHD Representative/s and/or City/Municipal Health Office Representative/s who may join the CHEDRO-III Evaluation Team during the scheduled site inspection.

Herewith is a sample letter of intent.

Should there be any queries, the designated staff may directly coordinate with Mr. John Wesley S. Calagui I and/or Dr. Paolo T. Lumanlan, Education Supervisors II, at telephone numbers (045) 455-1662/402-6659 or email at [chedro3@ched.gov.ph](mailto:chedro3@ched.gov.ph).

For the concerned HEIs' compliance, please.

**MARIA TERESITA MACANAS SEMANA, PhD, CESO IV**  
Officer-in-Charge, Office of the Director IV

LETTER HEAD OF THE HEI

26 February 2021

**DR. MARIA TERESITA MACANAS SEMANA, CESO IV**  
Officer-in-Charge, Office of the Director IV  
Commission on Higher Education Regional Office III  
Diosdado Macapagal Government Center, Maimpis  
City of San Fernando, Pampanga

Dear **DR. SEMANA**:

Please be informed that the **[insert Name of HEI]** would like to apply for the conduct of limited face-to-face classes, tentatively set on/before **[insert tentative date of submission of complete application documents]** for the following program/s:

1. **[insert health-related program as identified in the JMC]**
2. **[insert health-related program as identified in the JMC]**
3. **[insert health-related program as identified in the JMC]**
4. **[insert health-related program as identified in the JMC]**
5. **[insert health-related program as identified in the JMC]**

Further, below are the details of the DOH DHD Representative/s and/or City/Municipal Health Office Representative/s who may join the CHEDRO-III Evaluation Team during the scheduled site inspection:

Name	Position and Complete Affiliation	Mobile Number	E-Mail Address

Should there be any queries or clarifications, the designated CHEDRO-III staff may directly coordinate with **[insert name of corresponding HEI staff]**, **[insert position/designation]**, at telephone number **[insert official telephone or mobile number]** or email at **[insert official e-mail address]**.

Respectfully,

**[insert name of HEI President]**  
President