



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

**RELEASED**  
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CHEDRO III

**CHEDRO-III MEMORANDUM**  
No. 68, series of 2021

**For : THE PRESIDENTS / HEADS OF SENDING HIGHER EDUCATION INSTITUTIONS (SHEIs) / DELIVERING HIGHER EDUCATION INSTITUTIONS (DHEIs) OF CHEDRO-III KTO12**

**Subject : UPDATE OF KTO12 FOCAL PERSON AND ALTERNATE FOCAL PERSON OF THE SENDING HIGHER EDUCATION / DELIVERING HIGHER EDUCATION**

**Date : 14 May 2021**

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In line with the efforts of the Commission of Higher Education Regional Office III (CHEDRO-III) to update K to 12 Unit's database, the institution is requested to provide the following:

1. Current K to 12 Focal Person;
2. Contact Information of the Focal Person such as email address, and contact number(s);
3. Alternate Focal Person, in the absence of the Focal Person; and
4. Contact Information of the Alternate Focal Person such as email address, and contact number(s).

Hence, the Focal Person and Alternate Focal Person are requested to fill-out the Google form with this link: <https://forms.gle/YrpdYveZEexyfTHU6> , on or before **21 May 2021**.

Should there be further queries, the designated staff may directly coordinate with Dr. Efren F. Abulencia, Education Supervisor II and Permanent Alternate Focal Person for K-12 Concerns at (045) 436-1846 or through e-mail addresses [eabulencia@ched.gov.ph](mailto:eabulencia@ched.gov.ph).

For the HEI Officials' immediate action, please

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