



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

CHED MEMORANDUM ORDER NO. 22

Series of 1999;

TO : ALL CHED REGIONAL DIRECTORS
This Commission

SUBJECT : ENCODING OF HIGHER EDUCATION DATA AT
THE REGIONAL OFFICES

DATE : 10 August 1999

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- 1.0 In order to facilitate the processing of all higher education statistics, CHED Regional Offices are directed to encode the data submitted by the HEI's in their respective areas of jurisdiction. Data encoding shall follow the CHED Data Element Manual format.
- 2.0 Regional Directors are advised to coordinate with accredited HEIs in their region for student trainees (OJT) in Computer Science/Computer Engineering to undertake the encoding under supervision of a Regional Office staff. Student trainees willing to undertake the activity shall be given a Certificate of On-the Job-Training. The Regional Directors may also coordinate with SUCs in their region for assistance on this activity.
- 3.0 The urgent data requirements for higher education statistics consist of the following school years' information:

SY: 1998-1999 and part of 1999-2000.
- 4.0 Deadline for submission of computer diskettes to the CHED-IPD is set on September 30, 1999.
- 5.0 The cooperation of all is enjoined.

ESTER A. GARCIA
Chairperson