



## INTERNAL MEMORANDUM


OPR – QM – F – 002 (001)


Reference No.: MNL-AVPRD-RMP-D-2024-001

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DATE : January 17, 2024

FOR : Faculty Members and ASPs

FROM : Engr. Alexa Ray Fernando   
Senior Research Management and Publication Director

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AVP for Research and Development

SUBJECT : Revised IFRPP Policy and Submission of IFRPP for 3<sup>rd</sup> Term, AY 2023-2024 Implementation

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Please be informed that the Internally Funded Research Project Proposal (IFRPP) Policy has been revised. You are highly encouraged to read and be familiar with the new requirements and procedures for submitting IFRPPs. You may access the revised policy here: <https://bit.ly/IFRPPGuidelinesForms2023>.

This is also to remind you of the ongoing Call for Submission of IFRPPs. If you intend to implement your research project in Third Term, AY 2023-2024, **please submit your proposal on or before February 24, 2024** through the official submission link: <https://bit.ly/IFRPPSubmission>.

Kindly coordinate with your respective Research Coordinators for further assistance in submitting your proposal.

Thank you.