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National Executive Vice President

VIRGILIO D. ANDRES JR., FUAP
Vice President, Area A

CESAR G. ALJAMA, UAP
Vice President, Area B

KENDELL L. ESPERAS, UAP
Vice President, Area C

FERDINAND A. DUMPA, UAP
Vice President, Area D

RENATO A. HERAY, FUAP, AA
Secretary General

PAMELA N. AMADOR, FUAP, AA
National Treasurer

ELDRED CAESAR I. TAN, FUAP
National Auditor

NORMA I. ALARCON, FUAP
Chancellor, College of Fellows

MARIA BENITA O. REGALA, FUAP, AA
Immediate Past National President

REGIONAL DISTRICT DIRECTORS

ERIC C. QUADRA, UAP
District Director, A1a

BOBBY U. ARGOTE II, UAP
District Director, A1b

PRUDENCIO B. GARCIA JR., UAP
District Director, A2a

LUZ MANGONON-CASIPONG, FUAP
District Director, A2b

CECILIA C. GAMANA, UAP
District Director, A3

FLORENCIO ROMARIO T. SEBASTIAN III, UAP
District Director, A4

ROSARIO Q. ROXAS, UAP
District Director, A5

PAOLO F. MANALANSAN, UAP
District Director, B1

RICARDO D. BALAGTAS JR., UAP
District Director, B2

JOSE ELMER N. BORLAZA, UAP
District Director, B3

LAUREL MANUEL F. BARTE, UAP
District Director, B4

ABRAHAM T. PEÑA, UAP
District Director, B5

AUGUSTO P. LEE, UAP
District Director, C1

ERIC T. SANTIAGO, UAP
District Director, C2

ANTONIO P.J. PARANAS, UAP
District Director, C3

PEDRO V. BELLOSILLO JR., UAP
District Director, C4

MA. CONCEPCION S. DY, UAP
District Director, D1

ROEL C. CADUNGO, UAP
District Director, D2

RONALD B. CAINHOG, UAP
District Director, D3

ROGELIO L. CONSOLACION, UAP
District Director, D4

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Commission on Professional Practice

MIGUEL C. GUERRERO, III, FUAP, APEC AR, AA
Professional Development Commission

WILFREDO G. GACUTAN, FUAP
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CORAZON FABIA-TANDOC, FUAP, AA
Commission on Internal Affairs

GIL V. JAPITANA, UAP
Commission on Governmental and External Affairs

ROBERT BENEDICT C. HERMOSO, FUAP
Sentro ng Arkitekturang Filipino

ANTONIO A. VALDEZ, FUAP
Commission on Convention, Assemblies & Exhibits



UNITED ARCHITECTS OF THE PHILIPPINES
The Integrated and Accredited Professional Organization of Architects (IAPOA)

MEMORANDUM CIRCULAR NO.02, S. 2016
Fiscal Year 2016-2017

July 27, 2016

TO : ALL CHAPTER PRESIDENTS

THRU : AREA VICE PRESIDENTS
REGIONAL DISTRICT DIRECTORS

RE : SUBMISSION OF CHAPTER REPORTS

1. PURSUANT to duties and responsibilities of a UAP Chapter to achieve maximum participation of all members in all activities and programs, and to implement and carry out all programs and projects of the national organization, all Chapter Presidents and Secretaries are enjoined to submit Chapter Reports to the UAP National Office.
2. Relative to this, the Chapter Secretary is required to prepare the following reports (e-file and must be emailed to report@united-architects.org):

a. Activity Report

Must be submitted to the UAP National Office through the Office of the Secretary General not more 10 days after every activity through uapnational@yahoo.com or uapcommunication@yahoo.com with the following subject:

Chapter Name – Activity Report No. 1 – Name of Activity

The format must be prepared in accordance with the attached form (*Annex A*)

b. Chapter Report

Must be submitted to the District Director. The District Director shall collect and summarize all reports and must be forwarded to the Area VP for presentation during the National Board of Directors' Meeting. Area VPs shall provide e-file copy of the Report to the Office of the Secretary General.

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The format must be prepared in accordance with the attached form
(Annex B)

3. The Office of the Secretary General is tasked to monitor the compliance of this Circular and to post the Compliance Status at the official website of the UAP. All Chapters who comply shall receive a "Certificate of Appreciation".
4. Immediate circulation of this Memorandum is hereby directed.
5. For information and proper guidance.


AR. GUILLERMO H. HISANCHA, FUAP, APEC AR, AA
UAP National President

By the President:


AR. RENATO A. HERAY, FUAP, PALA, AA
UAP Secretary General

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