



The University of the Philippines

GAZETTE

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ADMINISTRATIVE ISSUANCES

JULY - SEPTEMBER 2024

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**ADMINISTRATIVE
ORDERS**



University of the Philippines
OFFICE OF THE PRESIDENT

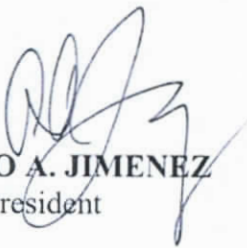
ADMINISTRATIVE ORDER NO. PAJ 24-68

FOR : **ATTY. ABRAHAM REY M. ACOSTA**
Vice President for Legal Affairs

SUBJECT : **APPOINTMENT AS OFFICER-IN-CHARGE OF THE
UNIVERSITY FROM 22-27 JUNE 2024**

DATE : **21 June 2024**

I hereby appoint you as Officer-in-Charge of the University for the period of 22-27 June 2024. I will be on an official trip to Auckland, New Zealand to participate in the Association of Pacific Rim Universities (APRU) Annual Presidents' Meeting 2024.


ANGELO A. JIMENEZ
President

cc : *All Chancellors*
OVPA
OVPPF
OVPA
OVPD
OVPPA
OVPLA
OSU
UP SBO
UP SAO
UP System HRDO



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-71

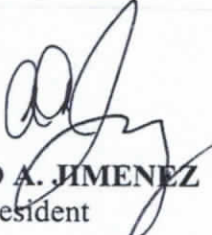
**FOR: REGENT SENATOR ALAN PETER S. CAYETANO
REGENT CONG. MARK O. GO
REGENT ROBERT LESTER F. ARANTON
REGENT RAUL C. PAGDANGANAN
REGENT GREGORIO B. PASTORFIDE
REGENT GLADYS SJ. TIONGCO
FACULTY REGENT CARL MARC L. RAMOTA
STUDENT REGENT SOFIA JAN DG. TRINIDAD
STAFF REGENT MARIE THERESA S. ALAMBRA
SECRETARY ROBERTO M.J. LARA**

SUBJECT : TRAVEL AUTHORITY

DATE : 28 June 2024

You are hereby authorized to travel to the following Constituent Universities to attend the University of the Philippines 2024 Commencement Exercises, as follows:

UP Cebu	05 July 2024 (Friday)	<i>UP Cebu Campus Grounds</i>
UP Visayas	09 July 2024 (Tuesday)	<i>UP Visayas Miagao Campus</i>
UP Tacloban	16 July 2024 (Tuesday)	<i>UP Tacloban AS Grounds</i>
UP Mindanao	19 July 2024 (Friday)	<i>UP Mindanao Atrium</i>
UP Baguio	24 July 2024 (Wednesday)	<i>Baguio Convention and Cultural Center</i>
UP Manila	26 July 2024 (Friday)	<i>PICC Plenary Hall</i>
UP Diliman	28 July 2024 (Sunday)	<i>UP Diliman University Amphitheater</i>
UP Los Baños	03 August 2024 (Saturday)	<i>UP Los Baños Copeland Gym</i>


ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT


ADMINISTRATIVE ORDER NO. PAJ 24-73

TO : **MR. JOSE FERNANDO T. ALCANTARA**
Executive Vice President

SUBJECT : **AUTHORITY TO CONFER ACADEMIC DEGREES TO
GRADUATING STUDENTS**

DATE : **08 July 2024**

The UP Board of Regents at its 1140th meeting on 30 March 2000 granted Vice Presidents and Chancellors the authority to confer degrees to graduating students on behalf of the University President. Please be informed that you may exercise said authority at the UP Mindanao Commencement Exercises on July 19 and the UP Baguio Commencement Exercises on July 24, respectively.


ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-74

TO : ALL CONCERNED
SUBJECT : AMENDMENT TO THE MEMBERSHIP OF THE PRESIDENT’S COMMITTEE ON CULTURE AND ARTS (PCCA)
DATE : 11 July 2024

As recommended by the Interim Chair of the President’s Committee for Culture and the Arts (PCCA), Asst. Prof. Abdulmari “Toym” L. Imao Jr., the membership of the PCCA is hereby amended as follows:

Interim Chair

ASST. PROF. ABDULMARI “TOYM” L. IMAO JR.

PROF. LA VERNE C. DELA PEÑA

Director, UP Center for Ethnomusicology

Members

DR. ROLANDO B. TOLENTINO

Vice President for Public Affairs

MS. LIOBA ASIA E. PILUDEN

Committee for Culture and the Arts Head, UP Baguio

PROF. MARTIN G. GENOPEDA

Office for Initiatives in Culture and the Arts Head, UP Visayas

DR. DENNIS JOHN F. SUMAYLO

Committee for Culture and the Arts Head, UP Mindanao

DR. HONEY LIBERTINE

ACHANZAR-LABOR

Representative for Culture and the Arts, UP Manila

DR. LAURENCE MARVIN S. CASTILLO

Office for Initiatives in Culture and the Art Head, UP Los Baños

ASST. PROF. JAY NATHAN T. JORE

Committee for Culture and the Arts Head, UP Cebu

ASST. PROF. ANTONINO SALVADOR DE VEYRA

For Culture and the Arts, UP Tacloban

ASSOC. PROF. DIEGO S. MARANAN

Committee for Culture and the Arts Head, UPOU

ATTY. MA. GABRIELA ROLDAN-CONCEPCION

UP College of Law

ASST. PROF. MONICA FIDES AMADA W. SANTOS

Office for Initiatives in Culture and the Arts Head, UP Diliman

MS. BARBARA TAN-TIONGCO

University Extension Specialist, UP Theater Complex

MS. ISSA MANALO LOPEZ

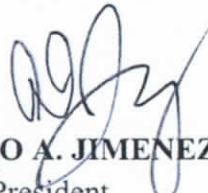
Artistic Director, Dulaang UP

PROF. LISA ITO-TAPANG

Curator, UP Fine Arts Gallery (Parola)

Enclosed for your information is a copy of Administrative Order No. PAJ 23-33 dated 18 April 2023 constituting the PCCA.

For your guidance and compliance.


ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 23-33

TO: **PROF. RAYMUNDO D. ROVILLOS** - *Chair*
PDO for Culture and Arts

PROF. JOSE WENDELL P. CAPILI
Vice President for Public Affairs

× **PROF. JOSEFINA F. ESTRELLA**
Director, UP Theater Complex

PROF. MARTIN G. GENODEPA
Office for Initiatives in Culture and the Arts Head, UP Visayas

— **DR. MELFRED L. HERNANDEZ**
Office for Initiatives in Culture and the Arts Head, UP Manila

ASST. PROF. ABDULMARI "TOYM" D.L. IMAO JR.
College of Fine Arts, UP Diliman

ASST. PROF. JAY NATHAN T. JORE
Committee for Culture and the Arts Head, UP Cebu

ASSOC. PROF. DIEGO S. MARANAN
Office for Initiatives in Culture and the Arts Head, UPOU

— **PROF. CECILIA S. DE LA PAZ**
Office for Initiatives in Culture and the Arts Head, UP Diliman

PROF. LA VERNE C. DELA PEÑA
Dean, College of Music, UP Diliman

MS. LIOBA ASIA E. PILUDEN
Committee for Culture and the Arts Head, UP Baguio

DR. DENNIS JOHN F. SUMAYLO
Committee for Culture and the Arts Head, UP Mindanao

PROF. SIR ANRIL P. TIATCO
Assistant Vice President for Public Affairs

— **ASSOC. PROF. JERRY R. YAPO**
Office for Initiatives in Culture and the Art Head, UP Los Baños

SUBJECT: **CONSTITUTION OF THE PRESIDENT'S COMMITTEE
FOR CULTURE AND THE ARTS (PCCA)**

DATE: **18 April 2023**

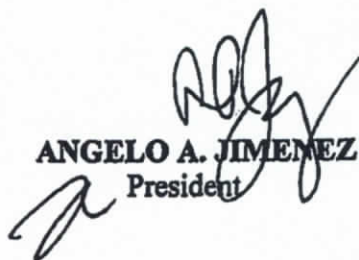
In view of the proposal to reinvigorate UP as a hub for culture and arts of and for the nation, please constitute yourselves into a President's Committee for Culture and the Arts (PCCA), with Prof. Raymundo D. Rovillos as Chair, effective 15 April to 31 December 2023.

The tasks of the PCCA are as follows:

1. To come up with a systemwide six-year (2023-2029) program of action on culture and the arts (based on the concept paper attached hereto);
2. To propose policies on culture and the arts for PAC and BOR action;
3. To coordinate culture and arts programs, projects and activities across Constituent Units (CUs);
4. To share resources and exchange talents across CUs.

The Chair, members, resource persons, and secretariat/support staff of the PCCA shall be granted honoraria for AdHoc Committee Level 2 as approved by the Board of Regents. The PCCA may request a budget for operational expenses from the UP Office of the President.

Please coordinate with Dr. Raymundo D. Rovillos, Program Development Officer for Culture and the Arts and Chairperson of the PCCA, for the long term (six years) and immediate (one year) program of action of the Committee.


ANGELO A. JIMENEZ
President

cc: **DR. JOSE FERNANDO T. ALCANTARA**
Executive Vice President
UP System

ATTY. RICKY DELA TORRE
Special Assistant to the President - Chief of Staff
UP System

Chancellors



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 23-54

TO **ATTY. MARIA GABRIELA ROLDAN-CONCEPCION**
Lecturer, UP College of Law


PCCA Chair and members

SUBJECT **DESIGNATION AS MEMBER OF THE PRESIDENT'S
COMMITTEE FOR CULTURE AND THE ARTS (PCCA)**

DATE **6 June 2023**

You are hereby designated as member of the President's Committee for Culture and the Arts (PCCA).

Enclosed for your information is a copy of Administrative Order No. PAJ 23-33 dated 18 April 2023 constituting the PCCA.


ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-75

TO : **MS. IRYN Y. BALMORES**
Vice President for Planning and Finance

SUBJECT : **APPOINTMENT AS OFFICER-IN-CHARGE OF THE
UNIVERSITY FROM 18-20 JULY 2024**

DATE : **16 July 2024**

I hereby appoint you as Officer-in-Charge of the University for the period 18-20 July 2024. I will be on an official trip to Bangkok, Thailand, to attend the 15th ASEAN University Network (AUN) Rectors' Meeting and the 39th AUN Board of Trustees Meeting.


ANGELO A. JIMENEZ
President

cc : *All Chancellors*
OVPAA
OVPPF
OVPA
OVPD
OVPPA
OVPLA
OSU
UP SBO
UP SAO
UP System HRDO



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-76

TO : DR. EILEEN LORENA M. MAMINO
Assistant to the Chancellor, UP Los Baños, and
Director, Office of Alumni Relations, UP Los Baños

SUBJECT : **PRESIDENT'S REPRESENTATIVE IN THE SEARCH
COMMITTEE FOR THE DIRECTORSHIP OF THE
INSTITUTE OF CHEMISTRY, COLLEGE OF ARTS AND
SCIENCES (IC-CAS), UP LOS BAÑOS**

DATE : **22 July 2024**

I hereby designate you as the President's representative in the Search Committee for the Directorship of the Institute of Chemistry, College of Arts and Sciences, UP Los Baños.

All expenses that will be incurred in the performance of this duty shall be borne by the Office of the President. Payment of honoraria for this task is authorized based on Board-approved rules and rates.


ANGELO A. JIMENEZ
President

cc : Office of the Chancellor, UP Los Baños



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-77

TO : **DR. LEO DP CUBILLAN**
Vice President for Academic Affairs

DR. RHODORA V. AZANZA
Professor Emeritus, UP Diliman

DR. LOURDES J. CRUZ
Professor Emeritus, UP Diliman

DR. JOSE Y. DALISAY, JR.
Professor Emeritus, UP Diliman

DR. CARMELITA F. DOMINGO
Professor Emeritus, UP Manila

DR. EMERLINDA R. ROMAN
Professor Emeritus, UP Diliman

DR. RITA P. LAUDE
Professor Emeritus, UP Los Baños

SUBJECT : **RECONSTITUTION OF THE SYSTEM COMMITTEE FOR
PROFESSOR EMERITUS APPOINTMENTS**

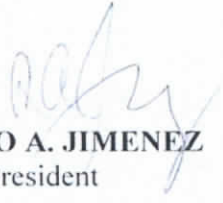
DATE : **22 July 2024**

Please constitute yourselves into the System Committee on Professor Emeritus Appointments, with Vice President for Academic Affairs, Dr. Leo DP Cubillan as *ex-officio* Chair, from 15 July 2024 - 31 December 2025. The Chairs of the CU Emeritus Committee shall serve as resource persons during the deliberations.

The System Committee shall:

1. Review the accomplishments of all eligible professors who retired the previous year and retireable professors during that evaluation period.
2. Review the nominations for Professor Emeriti of the CU Committees.
3. Apply a system-wide harmonized selection criteria for Professor Emeriti across disciplines and CUs.
4. Submit to the President the names of professors whom the Committee recommends for the title, with justifications.

The Committee shall receive honoraria using the BOR-approved level I ad-hoc committee rates for every batch of applications reviewed and endorsed to the Board of Regents.


ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-78

TO : ALL CONCERNED

SUBJECT : CONSTITUTION OF THE UP INFRASTRUCTURE TECHNICAL WORKING GROUP (TWG) TO COORDINATE AND WORK WITH THE DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS (DPWH)

DATE : 22 July 2024

The UP Infrastructure Technical Working Group (TWG) is hereby constituted as follows:

- Chair :** Vice President for Development Daniel C. Peckley, Jr.
- Co-Chair :** Executive Vice President Jose Fernando T. Alcantara
- Members :** VP for Legal Affairs Abraham Rey M. Acosta
VP for Planning and Finance Iryn Y. Balmores
VCPD Raquel B. Florendo (for UP Diliman Projects)
VCPD Rossana Marie C. Amongo (for UP Los Baños Projects)
VCPD Jose V. Tecson III (for UP Manila Projects)
VCPD Rhodella A. Ibabao (for UP Visayas Projects)
VC for Finance and Administration (FA) Jean A. Saludadez (for UP Open University Projects)
VC for Administration (VCA) Leo Manuel B. Estana (for UP Mindanao Projects)
VCA for Jerico B. Bacani (for UP Baguio Projects)
VCA Hazel A. Trapero (for UP Cebu Projects)
Associate Dean Arvin L. de Veyra (for UP Tacloban Projects)
Dir. Gerardo D. Legaspi (for UP PGH Projects)
Dir. Dir. Flor Rissa L. Ofilada (UP Procurement Office)
Dir. Harvey O. Bisa (PMO, OVPD)
- Secretariat :** Richmon M. Pancho (OVPD)
Jayvee Anne T. Jumaquio (OVPD)
Kinah Praise R. Baguan (OVPD)
Ms. Athena Louise C. Garcia (OVPPF)
Leah B. Cenicio (System Budget Office, OVPPF)
Roger D. Yarte, Jr. (System Accounting Office, OVPPF)

The Chancellors, Dean of UP Tacloban, and the other Vice Presidents shall serve as *ex-officio* members of this TWG.

The UP Infrastructure TWG shall coordinate and work closely with the DPWH for the implementation of GAA 2024-funded infrastructure projects and for the completion of ongoing projects being administered by DPWH in the University.

The UP Infrastructure TWG may request the assistance of other resource persons and support personnel as necessary.

The expenses of the UP Infrastructure TWG shall be charged against the UP Office of the President. The UP Infrastructure TWG members, including the secretariat, shall be entitled to honoraria as approved and set by the Board of Regents (BOR), and in accordance with the law.

This Administrative Order shall take effect immediately.


ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-79

TO : **LEO DP CUBILLAN, MD, MPH**
Vice President for Academic Affairs

SUBJECT : **AUTHORITY TO CONFER ACADEMIC DEGREES TO GRADUATING STUDENTS**

DATE : **23 July 2024**

The UP Board of Regents at its 1140th meeting on 30 March 2000 granted Vice Presidents and Chancellors the authority to confer degrees to graduating students on behalf of the University President. Please be informed that you may exercise said authority at the UP Baguio Commencement Exercises on 24 July 2024.


ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT


ADMINISTRATIVE ORDER NO. PAJ 24-80

TO : **DR. MA. THERESA T. PAYONGAYONG**
Assistant Vice President for Academic Affairs (Curriculum and Instruction)

SUBJECT : **APPOINTMENT AS OFFICER-IN-CHARGE OF THE UNIVERSITY FROM 04-06 AUGUST 2024**

DATE : **01 August 2024**

I hereby appoint you as Officer-in-Charge of the University for the period 04-06 August 2024. I will be on an official trip to Singapore for a benchmarking conference at the National University of Singapore (NUS) focusing on UP's research and innovation, and digital transformation initiatives.


ANGELO A. JIMENEZ
President

cc : *All Chancellors*
OVPAA
OVPPF
OVPA
OVPD
OVPPA
OVPLA
OSU
UP SBO
UP SAO
UP System HRDO

The TWG shall perform the following functions:

1. Propose the curriculum adoption and implementation for the Doctor of Medicine program;
2. Coordinate with the Southern Philippines Medical Center (SPMC);
3. Process application with CHED;
4. Plan for facility and funding requirement; and
5. Mobilize alumni support and help identify potential resources.

The TWG shall receive BOR-approved honoraria rates for Level 2 Ad-Hoc Committee and all meeting and travel expenses shall be charged against the appropriate UP funds.

For your guidance and compliance.



ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-83

TO : ASST. PROF. ABDULMARI DE LEON IMAO, JR.
College of Fine Arts, UP Diliman

SUBJECT : APPOINTMENT AS CHAIR OF THE PRESIDENT'S
COMMITTEE FOR CULTURE AND THE ARTS (PCCA)

DATE : 21 August 2024

You are hereby appointed as the Chair of the President's Committee for Culture and the Arts (PCCA), having previously served as the Interim Chair, effective immediately.

Enclosed are Administrative Order Nos. PAJ 24-74 and PAJ 23-33 for your reference.

For your guidance and compliance.


ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-74

TO : ALL CONCERNED
SUBJECT : AMENDMENT TO THE MEMBERSHIP OF THE PRESIDENT'S COMMITTEE ON CULTURE AND ARTS (PCCA)
DATE : 11 July 2024

As recommended by the Interim Chair of the President's Committee for Culture and the Arts (PCCA), Asst. Prof. Abdulmari "Toym" L. Imao Jr., the membership of the PCCA is hereby amended as follows:

Interim Chair

ASST. PROF. ABDULMARI "TOYM" L. IMAO JR.

PROF. LA VERNE C. DELA PEÑA
Director, UP Center for Ethnomusicology

Members

DR. ROLANDO B. TOLENTINO
Vice President for Public Affairs

MS. LIOBA ASIA E. PILUDEN
Committee for Culture and the Arts Head, UP Baguio

PROF. MARTIN G. GENODEPA
Office for Initiatives in Culture and the Arts Head, UP Visayas

DR. DENNIS JOHN F. SUMAYLO
Committee for Culture and the Arts Head, UP Mindanao

DR. HONEY LIBERTINE ACHANZAR-LABOR
Representative for Culture and the Arts, UP Manila

DR. LAURENCE MARVIN S. CASTILLO
Office for Initiatives in Culture and the Art Head, UP Los Baños

ASST. PROF. JAY NATHAN T. JORE
Committee for Culture and the Arts Head, UP Cebu

ASST. PROF. ANTONINO SALVADOR DE VEYRA
For Culture and the Arts, UP Tacloban

ASSOC. PROF. DIEGO S. MARANAN
Committee for Culture and the Arts Head, UPOU

ATTY. MA. GABRIELA ROLDAN-CONCEPCION
UP College of Law

ASST. PROF. MONICA FIDES AMADA W. SANTOS
Office for Initiatives in Culture and the Arts Head, UP Diliman


MS. BARBARA TAN-TIONGCO
University Extension Specialist, UP Theater Complex

MS. ISSA MANALO LOPEZ
Artistic Director, Dulaang UP

ASST. PROF. LISA ITO-TAPANG
Curator, UP Fine Arts Gallery (Parola)

Enclosed for your information is a copy of Administrative Order No. PAJ 23-33 dated 18 April 2023 constituting the PCCA.

For your guidance and compliance.


ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 23-33

TO: **PROF. RAYMUNDO D. ROVILLOS** - *Chair*
PDO for Culture and Arts

PROF. JOSE WENDELL P. CAPILI
Vice President for Public Affairs

× **PROF. JOSEFINA F. ESTRELLA**
Director, UP Theater Complex

PROF. MARTIN G. GENODEPA
Office for Initiatives in Culture and the Arts Head, UP Visayas

— **DR. MELFRED L. HERNANDEZ**
Office for Initiatives in Culture and the Arts Head, UP Manila

ASST. PROF. ABDULMARI "TOYM" D.L. IMAO JR.
College of Fine Arts, UP Diliman

ASST. PROF. JAY NATHAN T. JORE
Committee for Culture and the Arts Head, UP Cebu

ASSOC. PROF. DIEGO S. MARANAN
Office for Initiatives in Culture and the Arts Head, UPOU

— **PROF. CECILIA S. DE LA PAZ**
Office for Initiatives in Culture and the Arts Head, UP Diliman

PROF. LA VERNE C. DELA PEÑA
Dean, College of Music, UP Diliman

MS. LIOBA ASIA E. PILUDEN
Committee for Culture and the Arts Head, UP Baguio

DR. DENNIS JOHN F. SUMAYLO
Committee for Culture and the Arts Head, UP Mindanao

PROF. SIR ANRIL P. TIATCO
Assistant Vice President for Public Affairs

⇒ **ASSOC. PROF. JERRY R. YAPO**
Office for Initiatives in Culture and the Art Head, UP Los Baños

SUBJECT: **CONSTITUTION OF THE PRESIDENT'S COMMITTEE
FOR CULTURE AND THE ARTS (PCCA)**

DATE: **18 April 2023**

In view of the proposal to reinvigorate UP as a hub for culture and arts of and for the nation, please constitute yourselves into a President's Committee for Culture and the Arts (PCCA), with Prof. Raymundo D. Rovillos as Chair, effective 15 April to 31 December 2023.

The tasks of the PCCA are as follows:

1. To come up with a systemwide six-year (2023-2029) program of action on culture and the arts (based on the concept paper attached hereto);
2. To propose policies on culture and the arts for PAC and BOR action;
3. To coordinate culture and arts programs, projects and activities across Constituent Units (CUs);
4. To share resources and exchange talents across CUs.

The Chair, members, resource persons, and secretariat/support staff of the PCCA shall be granted honoraria for AdHoc Committee Level 2 as approved by the Board of Regents. The PCCA may request a budget for operational expenses from the UP Office of the President.

Please coordinate with Dr. Raymundo D. Rovillos, Program Development Officer for Culture and the Arts and Chairperson of the PCCA, for the long term (six years) and immediate (one year) program of action of the Committee.


ANGELO A. JIMENEZ
President

cc: DR. JOSE FERNANDO T. ALCANTARA
Executive Vice President
UP System

ATTY. RICKY DELA TORRE
Special Assistant to the President - Chief of Staff
UP System

Chancellors



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-84

FOR : **ENGR. DANIEL C. PECKLEY JR.**
Vice President for Development

SUBJECT : **PRESIDENT'S REPRESENTATIVE IN THE SEARCH
COMMITTEE FOR THE DEANSHIP OF THE
SCHOOL OF TECHNOLOGY (SOTECH), UP VISAYAS**

DATE : **22 August 2024**

I hereby designate you as the President's representative in the Search Committee for the Deanship of the School of Technology (SOTECH), UP Visayas.

All expenses that will be incurred in the performance of this duty shall be borne by the Office of the President. Payment of honoraria for this task is authorized based on Board-approved rules and rates.


ANGELO A. JIMENEZ
President

cc : *Office of the Chancellor, UP Visayas*



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-85


FOR : **DR. TIFFANY ADELAINE G. TAN**
Assistant Vice President for Administration (Organizational
Development and Operations)

SUBJECT : **PRESIDENT'S REPRESENTATIVE IN THE SEARCH
COMMITTEE FOR THE DEANSHIP OF THE
COLLEGE OF MANAGEMENT (CM), UP VISAYAS**

DATE : **22 August 2024**

I hereby designate you as the President's representative in the Search Committee for the Deanship of the College of Management (CM), UP Visayas.

All expenses that will be incurred in the performance of this duty shall be borne by the Office of the President. Payment of honoraria for this task is authorized based on Board-approved rules and rates.


ANGELO A. JIMENEZ
President

cc : *Office of the Chancellor, UP Visayas*



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-86

TO : VICE PRESIDENT FOR DEVELOPMENT
CHANCELLORS
DEAN, UP TACLOBAN COLLEGE
DIRECTOR, UP PHILIPPINE GENERAL HOSPITAL

SUBJECT : AUTHORIZATION TO COORDINATE WITH THE
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
(DPWH) AND ADOPTION OF THE FINAL DRAFT
MEMORANDUM OF AGREEMENT (MOA) TEMPLATE FOR
THE IMPLEMENTATION OF UP GAA 2024 PROJECTS BY DPWH

DATE : 29 August 2024

You are hereby authorized to coordinate with the office of the Department of Public Works and Highways (DPWH) in your respective regions for the conduct of activities (e.g. validation of the project site/s; joint signing of the validation report/s and other requirements) preparatory to the execution of the Memorandum of Agreement (MOA) between UP and the DPWH for the implementation of GAA 2024 funded projects, subject to your delegated authorities.

The MOA template, as refined and finalized through a series of exchanges between the University and the DPWH through the office of the DPWH Undersecretary for Operations in Charge of Convergence Projects, shall be adopted.

The soft copy of the MOA template may be accessed in the following link:
<https://tinyurl.com/UPDPWHMOA>.

For your information and immediate compliance.

For your guidance and compliance.


ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-87

TO : **JOSE FERNANDO T. ALCANTARA**
Executive Vice President

SUBJECT : **APPOINTMENT AS OFFICER-IN-CHARGE OF THE
OFFICE OF THE VICE PRESIDENT FOR PUBLIC AFFAIRS**

DATE : **30 August 2024**

In the exigency of service, you are hereby appointed as Officer-in- Charge of the Office of the Vice President for Public Affairs (OVPPA), effective 1 September 2024 until such time as the President may require your services.

Please be guided accordingly.


ANGELO A. JIMENEZ
President

cc: *EXECOM members*
Chancellors & PGH Director
OP units
All concerned units



University of the Philippines
 OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-88

TO : **MR. JAY AMORATO**
 Administrative Officer IV, Office of Alumni Relations (OAR)

MS. JESSICA CLARIDAD
 Administrative Officer IV, Padayon Public Service Office (Padayon)

MS. CELESTE ANN LLANETA
 Supervising Administrative Officer I, Media and Public Relations

SUBJECT : **DESIGNATION OF OFFICER-IN-CHARGE OF THE OFFICES UNDER THE OFFICE OF THE VICE PRESIDENT FOR PUBLIC AFFAIRS (OVPPA)**

DATE : **6 September 2024**

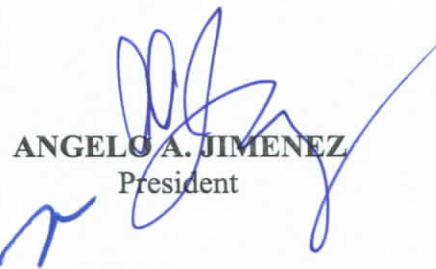
You are hereby designated as Officer-in-Charge (OIC) of the three units under the Office of the President for Public Affairs (OVPPA), starting 01 September 2024:

Office	OIC	Position
Office of Alumni Relations (OAR)	Mr. Jay Amorato	Administrative Officer IV
Padayon Public Service Office (Padayon)	Ms. Jessica Claridad	Administrative Officer IV
Media and Public Relations Office	Ms. Celeste Ann Llaneta	Supervising Administrative Officer I

As OIC, you are tasked to take over the regular work and operations of the OAR, Padayon and MPRO until such time as the President may require your services.

Please be guided accordingly.

ANGELO A. JIMENEZ
 President



cc: *EVP Jose Fernando T. Alcantara*
OP and OVPPA units
All concerned units



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-89

TO : **AUGUSTUS C. RESURRECCION**
Vice President for Administration

SUBJECT : **APPOINTMENT AS OFFICER-IN-CHARGE OF THE
PHILIPPINE ENERGY RESEARCH AND POLICY INSTITUTE
(PERPI)**

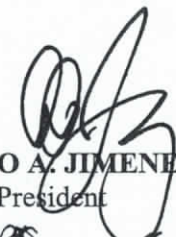
DATE : **06 September 2024**




In the exigency of service, you are hereby appointed as Officer-in-Charge of the Philippine Energy Research and Policy Institute (PERPI), effective 01 September 2024. Your appointment as Officer-in-Charge is limited only to ministerial acts, particularly the following:

- (a) To sign official documents such as those relating to procurement, disbursement, and salary requirements; and,
- (b) To approve PERPI's current and future requests in the UP Information System (UIS).

Your appointment shall automatically cease as soon as the current Executive Director returns from her maternity leave of absence, or when a Deputy Executive Director is permanently appointed, whichever comes first.

Please be guided accordingly.


ANGELO A. JIMENEZ
President

  
VLA



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-90

TO : Members: **CLEMENT C. CAMPOSANO**
Chancellor, UP Visayas

GIOVANNI A. TAPANG
Dean, UP Diliman College of Science

RUTH R. LUSTERIO-RICO
Dean, UP Diliman College of Sciences and Philosophy

Secretariat: Staff members, Office of the Vice President for
Academic Affairs (OVPAA)

SUBJECT : **DESIGNATION AS ADDITIONAL MEMBERS AND
SECRETARIAT OF THE TASK FORCE TO
OPERATIONALIZE THE UP ARCHIPELAGIC AND
OCEAN VIRTUAL UNIVERSITY (UP AOVU)**

DATE : **6 September 2024**

You are hereby designated as additional members of the Task Force to Operationalize the UP Archipelagic and Ocean University (UP AOVU). The Office of the Vice President for Academic Affairs (OVPAA) will provide the necessary secretariat support to the Task Force.

Enclosed for your information is a copy of Administrative Order No. PAJ 23-60 dated 19 June 2023 constituting the Task Force.


ANGELO A. JIMENEZ
President

cc: *Chair and Members of the Task Force*
OVPAA



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 23-60

TO: Chair: **PROF. JAY L. BATONGBACAL**
College of Law, UP Diliman

Co-Chairs: **PROF. EMERITUS RHODORA V. AZANZA**
Marine Science Institute, UP Diliman

DR. LEO CUBILLAN
Vice President for Academic Affairs

Members: **PROF. MARIA BERNADETTE L. ABRERA**
College of Science and Philosophy, UP Diliman

PROF. RICO C. ANCOG
School of Environmental Science and Management, UPLB

PROF. PATRICIA B. ARINTO
UP Tacloban

PROF. LAURA T. DAVID
Marine Science Institute, UP Diliman

PROF. CARLA B. DIMALANTA
National Institute of Geological Sciences, UP Diliman

PROF. CLETO L. NAÑOLA, JR.
Dean, College of Science and Mathematics, UP Mindanao

PROF. MARIA ANTONIA N. TANCHULING
College of Engineering, UP Diliman

PROF. ENCARNACION EMILIA S. YAP
UP Visayas

SUBJECT: **CONSTITUTION OF THE TASK FORCE TO
OPERATIONALIZE THE UP ARCHIPELAGIC AND
OCEAN VIRTUAL UNIVERSITY (UPAOVU)**

DATE: 19 June 2023

In its 1379th meeting on 3 April 2023, the Board of Regents (BOR) approved in principle the establishment of the UP Archipelagic and Ocean Virtual University (UPAOVU) and the immediate constitution of a Task Force to propose to the BOR its organization, academic and administrative governance mechanisms, processes, and policies in consultation with relevant internal and external stakeholders (See the attached BOR Briefer).


In this connection, please constitute yourselves into the Task Force to Operationalize the UPAOVU with Professor Jay L. Batongbacal as Chair and NAST Academician, Professor Emeritus Rhodora Azanza, and Vice-President for Academic Affairs Leo Cubillan as Co-Chairs.

The scope of the Task Force's work shall include, but not be limited to, the following:

- Draft the vision, mission, and guiding principles to make the UPAOVU unique within the University of the Philippines System and among the country's educational institutions.
- Identify existing academic programs at the graduate and undergraduate levels for inclusion within the umbrella of the UPAOVU, as well as future academic programs, disciplines, and research areas.
- Formulate a strategic capacity-building agenda within the University of the Philippines System to ensure that an inter- and multi-disciplinary core of faculty and specialists in archipelagic and ocean affairs will carry out the vision and mission of the UPAOVU over the long term.
- Propose an inter- and multi-disciplinary research agenda that embodies and implements UPAOVU's vision and mission and enables strategic capacity-building.
- Propose the admission criteria, enrollment and cross-enrollment policies, and student support services of UPAOVU programs in consultation with the relevant CU-based academic units and faculty.
- Propose a governance structure for establishing future UPAOVU programs (e.g., naval architecture, high-end port logistics), based initially on, among others, the operations of existing degree programs within the UP System that multiple institutions offer in partnership within or across campuses, such as the Tri-College Ph.D. Philippine Studies Program and the Professional Masters in Tropical Marine Ecosystem Management Program, eventually expanding to include an academic council, administrative offices, and support services.
- Establish partnerships and collaborations with international higher education and research institutions, State Universities and Colleges, domestic and international organizations, industry and private sector stakeholders, funding agencies, and other willing partners.
- Identify suitable virtual or physical infrastructure, including buildings, facilities, and technology.
- Consult with relevant units and internal and external stakeholders before finalizing the report.
- Submit a report to the UP President and the Board of Regents not later than **30 November 2023**.

The Task Force may designate experts, resource persons and support staff to assist in the implementation of its tasks subject to the approval of the President.

The Task Force and its support staff shall be entitled to honoraria and rates approved by the Board of Regents for ad hoc committee level 2. All expenses will be borne by the Office of the President.


ANGELO A. JIMENEZ
President



Action of the Board of Regents
at its 137th Meeting on APR 03 2023

APPROVAL

[Signature]
ROBERTO M. LARA

Secretary of the University
and of the Board of Regents

PROPOSED ESTABLISHMENT IN PRINCIPLE OF THE UP ARCHIPELAGIC AND OCEAN¹ VIRTUAL UNIVERSITY

BACKGROUND:

UP and the Development of an Archipelagic Consciousness

Until the latter half of the 20th century, the archipelagic nature of the Philippines and the unique challenges and opportunities it poses for the country's economic growth, socio-cultural development, and environmental sustainability have been mainly ignored. A long history of colonization by continental nations with land-based economies shaped a mindset of strategically developing the country's land-based resources rather than its relatively untapped marine wealth. A land-based transportation system, for instance, prevailed over a sea-based system that just recently connected our islands. While remittances from officers and ratings deployed in the global merchant marine fleet helped keep the Philippine economy afloat during the Asian financial crises, developing a robust shipping industry has been low in the nation's priorities.

Given this reality, the University of the Philippines resolved in the 1990s to help shift the mindset of educators, policymakers, and the Filipino public toward an archipelagic consciousness. Then UP President Emil Q. Javier created the UP Systemwide Network on Archipelagic and Ocean Studies (ARCOAST) under the Office of the President, involving faculty and researchers from UP Diliman's College of Law, the College of Science, specifically the Marine Science Institute (MSI) and National Institute of Geological Sciences (NIGS); College of Engineering, College of Social Sciences and Philosophy, the Asian Center and UP Visayas' College of Fisheries and Ocean Sciences among others. The Network advanced numerous recommendations for policy advocacy and academic pursuits with significant impact long after the ARCOAST Fellows worked in separate but connected spheres of influence.

¹ The Ad Hoc Committee that drafted this proposal initially considered two names for the proposed Virtual University – the UP Archipelagic and Ocean Virtual University and the UP Maritime and Oceanographic Virtual University. After deliberation, it opted to use 'Archipelagic' rather than 'Maritime'. 'Maritime' is deemed a broader term referring to almost anything related to the sea or ocean but is more commonly used to describe human activities on or near the sea. "Archipelagic," on the other hand, highlights the uniqueness of archipelagic environmental systems vis-à-vis continental ecological systems and the importance of having a perspective considering the unique features of an integrated land and water environment and the society that inhabits it. Put differently, "archipelago" can be used to describe the geography, ecology, or culture of an archipelago, including the way of life and traditions of people who live there. The Committee decided that the name Archipelagic and Ocean University covers both the marine and earth science and engineering aspects and other disciplinary foci (such as culture and the arts) that consider the unique characteristics of an archipelago. Moreover, it projects its continuity from ARCOAST.

APPROVAL

ROBERTO M.J. LARA

Secretary of the University
and of the Board of Regents

National, Regional and Global Imperatives

The confluence of the following global developments and national initiatives at this juncture further reinforced UP's resolve as the country's National University to take off from ARCOAST and establish a virtual archipelagic and ocean university that would contribute more systematically and strategically to the vision of a prosperous archipelagic nation in collaboration with multisectoral partners in the Philippines and ASEAN.

One, the National Academy of Science and Technology (NAST), having been commissioned by the Department of Science and Technology to undertake a long overdue foresight study similar to the Akademi Sains Malaysia's *Malaysia Outlook 2050*, produced in consultation with different sectors, *Pagtanaw 2050: The Philippine Foresight: Science, Technology and Innovation*, a "compendium of science, technology, and innovation megatrends, global and national societal goals, transdisciplinary and interdisciplinary operational areas, and current and emerging technologies relevant to the nation's development that is firmly grounded in the Filipino people's aspirations within the context of the natural and physical endowments as well as shared Filipino values and skills, and other potentials."² *Pagtanaw 2050* argues that it is in the strategic interest of the Philippines – given its 7160 islands, the fifth longest kilometer coastline in the world (36,290 km), 220 million hectares of the marine environment, and 60% of Filipinos residing along the coast—to harness the talent and tools in Science and Technology to innovate towards a Prosperous, Archipelagic, Maritime Nation by 2050, a goal articulated as well in the recently launched Philippine Development Plan 2023-2028 and considered in the National Innovation Council's 10 point agenda for Innovation, and referred to as "Blue Economy matters".

Two, since the conservation and sustainable use of the ocean, seas, and coastal and marine resources is one of the United Nation's Sustainable Development Goals (SDGs) for the world to meet in 2030. Outcomes of efforts to address this goal have profound implications for all the other SDGs, e.g., No Poverty, No Hunger, Economic Growth, Climate Action, Clean Energy, Sustainable Cities, Clean Water, Health Care, Industry, Innovation, Peace and Justice, and Education. Moreover, 2021-2030 has been declared the UN Ocean decade, a global effort building on the advancements in ocean science in search of innovative ocean science solutions to the world's most pressing problems.

Three, advancing and substantiating the vision of a blue economy and a Philippine coast and ocean framework/strategy entails strategic, holistic, and transdisciplinary coast and ocean science-related education. Specifically, it requires incorporating the vision and framework into basic and professional education, informal mass media education, and national and local policymakers, educators, and practitioners training. Human resource development is also imperative for blue knowledge production and application to support a prosperous blue economy.

Apart from education and the development of blue innovations and technologies, it is necessary to 1) undertake an in-depth and comprehensive review of relevant existing laws, policies, and practices to promote good environmental governance as a critical first milestone toward achieving an inclusive and sustainable "Bansang Maritima." (Azanza et al. 2017, NAST

² NAST (2021) *Pagtanaw 2050*. Preface.

2021); 2) the development and implementation of a Philippine Coasts and Ocean Strategy (NAST 2021); and 3) participation in the preparation of and compliance with legally binding treaties under the United Nations and other intergovernmental bodies that relate to the use of ocean spaces, which require an understanding the different contexts, environmental conditions, stakeholder engagement, and stewardship of such spaces.

Four, at the ASEAN/Asian level, the country is expected to actively participate in ongoing and future discussions and decision-making on the (1) blue economy, peace/security, and maritime/oceanographic connectivities; (2) cooperation in science and technology to aid blue economy development (with priority given to marine pollution control and marine biodiversity conservation); and (3) maritime safety and diplomacy. Neighboring countries like China, Japan, Vietnam, and Indonesia have long been actively utilizing and managing their coastal and marine resources in the "Blue Economy." Indonesia recently created a Ministry of Marine Affairs and Fisheries.

UP, with a critical mass of experts in many fields related to maritime and ocean concerns in an archipelago, is in the best position to lead in fulfilling the above education, research, and innovation imperatives. Taking on this role at this critical time is integral to its mandate as the National University.

UP's Historical and Continuing Engagement with Archipelagic Concerns

The vision of a prosperous archipelagic and maritime nation that would address global sustainable development goals and national aspirations is not new to the University. As cited earlier, it took on this challenge institutionally by establishing a network of archipelagic and ocean experts that set a policy research agenda.

In the 1990s, the UP System mobilized the multidisciplinary expertise within and outside the University to address marine and archipelagic concerns. The serendipitous synergy of the UP Center for Integrative and Development (UP CIDS) Marine Affairs Program that focused on the UN Convention of the Law of the Sea and the Center's Traffic and Transportation research team led to the advocacy of an archipelagic consciousness among the Filipino public. The UP Systemwide Network on Archipelagic and Ocean Studies (ARCOAST) under the Office of the President, with UP CIDS as Secretariat, advanced general recommendations; pushed for the development of an alternative framework of governance more responsive to the archipelagic character of the country (archipelagic governance); the creation of an information system for such a regime (human resources, library, and database management) and the development of institutional mechanisms.

ANNEX A provides a sampling of recommendations from a wide range of experts and policy advocates, a Directory of the UP ARCOAST network, fellows, and sample ARCOAST Bulletins that reflect its work.

Beyond policy formulation, the Archipelagic and Ocean Studies Program proactively convened representatives from the Department of Foreign Affairs, the National Mapping and Resource Information Authority (NAMRIA), and other parties to push for the finalization of the country's still undefined baseline map at the time.

UP contributed directly to (1) the pursuit of the Philippines' claim to an extended continental shelf in the Benham Rise region, (2) the designation of the Tubbataha Reef

Action of the Board of Regents
at its 1379th Meeting on APR 03 2023
APPROVAL

ROBERTO M.J. LARA
Secretary of the University

Natural Park Particularly Sensitive Sea Area, and (3) just recently, the negotiation of a new treaty on global marine biodiversity.

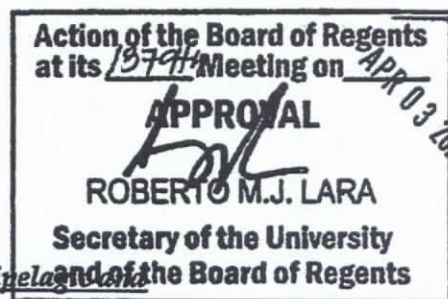
Prof Theodore Santos of the National Institute of Geological Studies originally proposed the claim to Benham Rise in his paper for Archipelagic Studies. It was later taken up by the UP Institute for International Legal Studies in the mid-2000s, which convened the initial study group to plan and propose the project. NAMRIA convinced the administration to fund the project in 2007 and recruited Prof. Jay Baongbacal, Prof Santos, and two of his then-assistants, Ms. Nancy Aguda and Ms. Jenny Barredo (now full-time geologists), Prof Mahar Lagmay, Prof Mario Aurelio to assist. The UP Team worked on it from 2007 until 2012 until the Commission on the Limits of the Continental Shelf validated the claim.

For the Tubbataha Reef Natural Park, in 2013, the Tubbataha Management Office contacted the UP Institute for Maritime Affairs and Law of the Sea (IMLOS) for assistance in having the park designated as a Particularly Sensitive Sea Area (PSSA) by the International Maritime Organization (IMO) so that foreign ships would recognize the park boundaries and avoid it entirely rather than attempting to navigate through it. Prof. Batongbacal provided the initial data-gathering advice. With assistance from the IMO, The Tubbataha Management Office and UP put together the proposal with the necessary data to apply for the designation and go through the process until its approval by the IMO approved in 2018 as the first PSSA in Southeast Asia that took effect in 2019.

On March 5, 2023, it was announced that the United Nations agreed on the text of a new treaty to protect ocean biodiversity. The UP Institute for Maritime Affairs & Law of the Sea, through Prof. Jacqueline Espenilla, Neil Silva, and Pia Benosa, officially assisted members and advisors to the Philippine delegation as they negotiated the treaty for the past several years.

All told, the UP Archipelagic and Ocean Studies Program continued to exert influence on the following policies through the former Fellows even after the Network ceased to be by the mid-2000s

- *ArcDev: A Framework for Sustainable Philippine Archipelagic Development, DENR 2004*
- *NEDA Medium-Term Development Plan*
- *Rep Act 9522 (2009), Archipelagic Baselines Law*
- *Rep Act 9593 (2009), Tourism Act of 1999*
- *PN Active Archipelagic Defense Strategy*
- *PH Maritime Zones Bill*
- *Proposed Revised National Marine Policy*



Systematizing and Strengthening UP's Involvement in Archipelagic and Ocean Concerns

In June 2022, former DOST Secretary Fortunato T. de la Peña, former UP and NAST President Emil Q. Javier, and NAST President Rhodora B. Azanza met with then UP President Danilo L. Concepcion to ask the University to lead in operationalizing the academic and research requirements of the *Pagtanaw 2050* vision. In response, President Concepcion created an Ad Hoc Committee to study the feasibility of offering maritime and oceanographic studies in UP, with NAST President Azanza as Chair, UP VPAA Maria Cynthia Rose B. Bautista as Co-Chair, and the following as members: Prof. Encarnacion Emilia S. Yap, Dean of the College of Fisheries and

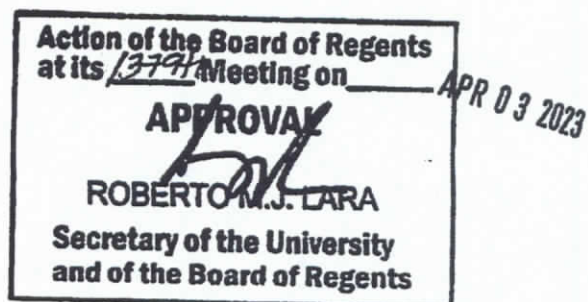
Ocean Sciences of UP Visayas; Dr. Ruth U. Gamboa, Chair of the Department of Biological Sciences and Environmental Studies of UP Mindanao, Dr. Patricia B. Arinto, Dean of UP Visayas' Tacloban College; Dr. Laura T. David, Director, Director of the UP Marine Science Institute (MSI) of UP Diliman, Prof. Ferdinand G. Manegdeg, Dean of the College of Engineering; Prof. Jay L. Batongbacal, UP College of Law; Dr. Renato U. Solidum Jr., then DOST Undersecretary, now Secretary; Dr. Cesar L. Villanoy, UP MSI and Dr. Fernando P. Siringan, UP MSI.

In its meetings, the Ad Hoc Committee took stock of the existing UP Programs; the output and prospects of the UP System Archipelagic and Ocean (ARCOAST) Network; and the plans and recent initiatives of the College of Engineering to establish a Naval Architecture and Engineering Program on the one hand, and, on the other hand, the Marine Science Institute's plan to expand its graduate program, adding the proposed Professional Masters in Operational Oceanography to its existing programs—an MS and two Ph.D. programs in Marine Science (Marine Physical Science, Marine Biology and Marine Biotechnology). Preliminary discussion points included Committee member DOST Secretary Rene Solidum's acknowledgment of UP's strong marine programs and his plea for the institution of the Naval Architecture and Engineering Program to build the country's shipping industry and design its submarines. Also, while the Committee does not advise the Marine Transportation and Marine Engineering Programs institution, the maritime programs producing the deck and engine officers for the marine merchant fleet, UP will network with reputable maritime education institutions and stakeholders and offer certificate programs to enhance their education.

Since critical marine and ocean programs are already in place in UP and funding and personnel requirements to enhance these programs or create much-needed new ones (e.g., Naval Architecture and Marine Engineering) have a greater likelihood of obtaining support from the national government if UP links its maritime, marine, and oceanographic programs and units as well as individual faculty and researchers from other disciplines who are teaching or doing research on archipelagic concerns, the Committee decided to go beyond its mandate. It reviewed the draft Concept Paper of former UP and NAST president Javier that proposed the creation of a Virtual Constituent University. Units constituting the proposed Virtual University will continue to be lodged in their respective CUs. If approved, the justification for the request for human and financial resources from the National Government is UP's role in the nation's strategic plan to move the country towards a prosperous maritime nation with a solid blue economy by 2050.

Figure 1 is an initial mapping of units with curricular or research programs related to archipelagic, maritime, and ocean concerns, while Figure 2 is a preliminary mapping of existing academic programs.

Figure 1



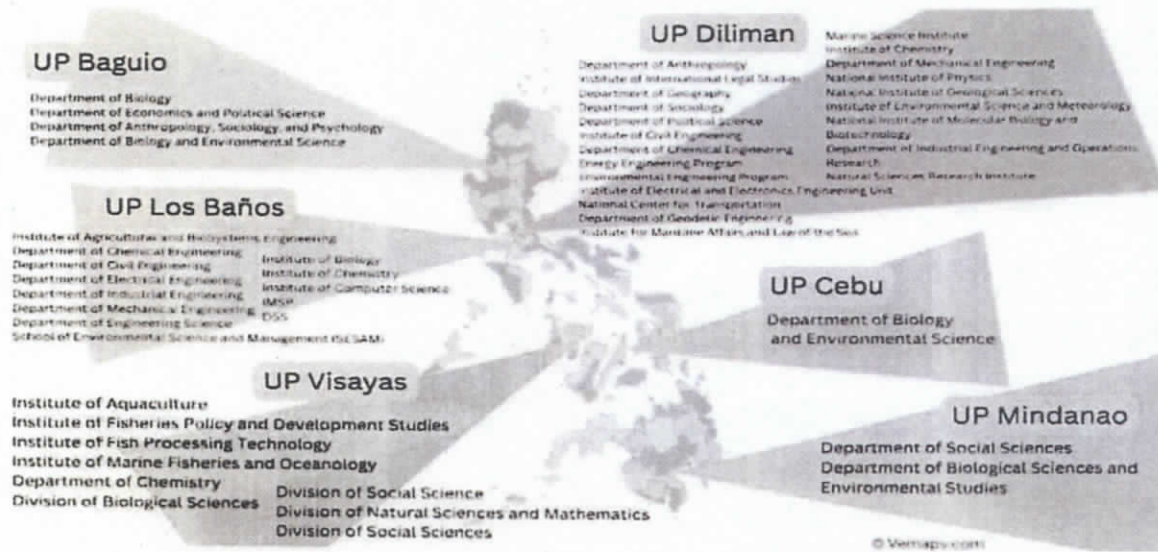
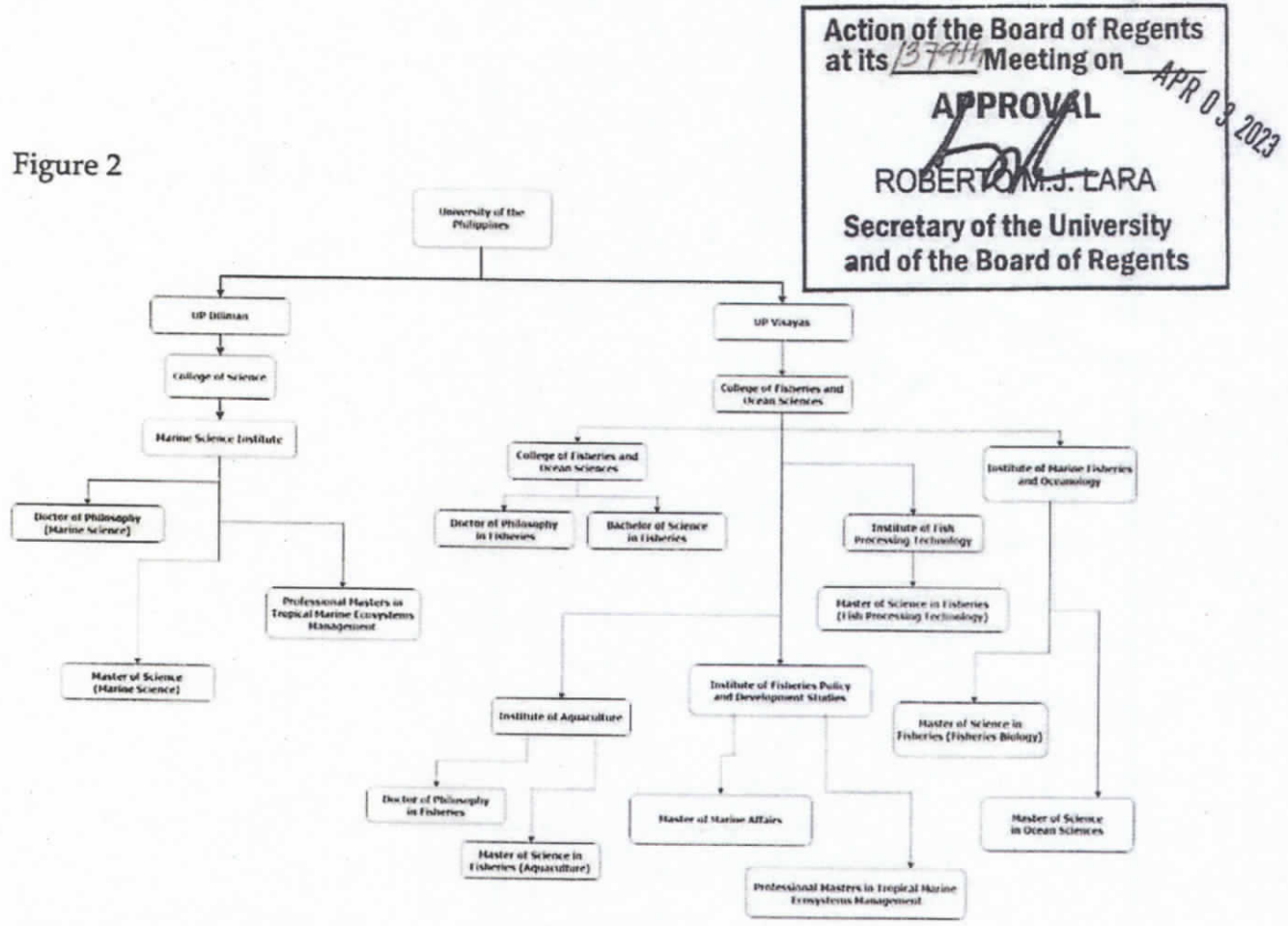


Figure 2



RATIONALE AND STRATEGIC IMPERATIVES

The UP Archipelagic and Ocean Virtual Constituent University is mandated to take the lead in the development and implementation of new model/s of growth—e.g., a blue economy

model— through academic programs and research and development (R and D) that address present and foresighted needs, gaps and risks that will enable the Philippine government to

- Synergistically and critically adopt sustainable development action plans that address UN Sustainable Development Goals (SDG) No. 14 and most other SDGs, grounded in the interrelation of the country's social, economic, and environmental growth pillars within an archipelagic setting;
- Conserve and protect the country's living and non-living marine resource base from meeting the essential needs of present and future generations;
- Consider the merger of socio-economic and environmental concerns in action plans for growth and decision-making in the short-, mid-, and long-term horizon utilizing the Blue Economy platform for the "Philippine Coast and Ocean Framework/ Strategies" (See ANNEX B on the Blue Economy); and
- Reorient Philippine growth to vigorously advance Marine Science, Technology, and Innovation (STI) while considering the role of social factors such as governance and demographics;

PROPOSED ESTABLISHMENT OF THE UP ARCHIPELAGIC AND OCEAN VIRTUAL UNIVERSITY

The urgency of linking UP's existing marine and oceanographic programs to enhance their synergy on the one hand, and institutionalizing programs required for the country's envisioned blue economy and society in the national interest as articulated in *Pantawhaw 2050* and the Philippine Development Plan 2023-2028 on the other, entails the BOR approval in principle of the proposal to establish the UPAO Virtual University and the timeline for the formal submission of a full proposal to the Board of Regents.

Timetable	Indicative Date
Approval in principle of the creation of the UPAO Virtual University, initially as a hybrid virtual university that will implement its programs through existing departments, centers, institutes, and other units of the residential constituent universities	3 April 2023
Approval of the immediate constitution of a Task Force that would propose within three months from the approval of the BOR, the organization, academic (e.g., University Council), and administrative governance mechanisms/processes/policies— considering that existing and future programs lodged in residential CUs; financial requirements in consultation with relevant internal and external stakeholders;	3 April 2023
System-wide Consultations of the Task Force with Relevant Units/Resource Persons, Academic Affairs Committee members, President's Advisory Council members, UP System EXECOM, CU University Council resource persons, and other internal stakeholders	June-August 2023

Action of the Board of Regents
at its ~~277~~ Meeting on **APR 03 2023**


APPROVAL

[Signature]
ROBERTO M.J. LARA
Secretary of the University
and of the Board of Regents

Report of the Task Force and Indicative Schedule of Submission of the Report to the BOR for Deliberation of the proposed UPAO Virtual University	September 2023
--	----------------

Action of the Board of Regents
at its ~~379th~~ Meeting on ~~APR 03~~ 2023

APPROVAL


ROBERTO M. J. LARA
Secretary of the University
and of the Board of Regents

ANNEX A:

Below is a sampling of research papers of the ARCOAST Fellows:

Oceanography and Ocean Policy in the Philippines (Gomez, Jacinto, San Diego-McGlone, Talaue-McManus, Villanoy)

- *Establish a national program that encourages and promotes marine science education, fosters the growth of ocean research and development*
 - *Funding for ocean research and post-graduate education*
 - *Enable and facilitate research cruises*
 - *Acquire and efficiently deploy research vessels*
 - *Seek private-sector support*
 - *Develop specialized marine research centers*
 - *Encourage research activities in the EEZ*
 - *Consider balik-oceanographer(scientist?) program*
 - *Be at the forefront to mitigate use conflicts, especially in coastal areas*
 - *Hold regular forums for marine scientists*
 - *Foster public awareness*
- *Coastal Zone Management and Development (Babaran, Ingles)*
 - *Take a more active role in coastal zone management and development*
 - *Develop occupational areas directed toward inter-disciplinary management of coastal zone (fisheries, marine sciences) –*
 - *Strengthen curricular offerings and adopt new ones to cater to human resources and technical services demand*
 - *Formulate integrated and multidisciplinary research and extension programs*
- *Defining the University's Agenda for the Fisheries Sector (Babaran, Ingles, Abalos)*
Contribute actively to the management of aquaculture and capture

- fisheries
 - Science and technology support for aquaculture production, modernization, and proper management -
 - Capture fisheries
 - Resource inventory and assessment, particularly coastal habitats and offshore/EEZ fisheries
 - Better monitoring of production/landings -
 - Integrated fisheries management and coastal development planning
 - Public awareness programs
- Marine Transportation and Safety (Sigua, Aguilar) focus on marine transportation infrastructure and systems, especially ports, ships, safety, environment.
 - Develop naval architecture, ocean, and offshore engineering, coastal engineering faculties, courses, and programs.
 - Develop research in shipbuilding, ocean engineering
 - Create linkages with the private sector, industry -
 - Expand extension work in shipbuilding, ocean engineering, and coastal engineering sectors -
 - Expand research output on marine transportation systems
- A Research Agenda for the Sustainable Development of the Tourism Industry (Ortiz)- Develop a multidisciplinary concept and approach to sustainable tourism management
 - Support local management
 - Address socio-cultural impact on the local community, primarily indigenous peoples --
 - Systematic evaluation of tourism master plans -
 - Environmental impact assessment and management of tourism on local environment and community --
 - Water management (pollution, consumption)
- Tungo sa Maritimong Oryentasyon sa Pag-aaral ng Lipunan at Kulturang Pilipino (Zayas) Promote research in maritime anthropology
 - Promotion of research in maritime anthropology
 - Inter-disciplinary studies in maritime culture, past and present -
 - Development of port polities and communities -
 - Baseline studies of representative maritime communities -
 - Research on local maritime culture and histories
 - Develop inter-disciplinary and systemwide marine social studies programs -
- Challenges to Developing the Philippine Exclusive Economic Zone and Continental Shelf (Batongbacal) Enable effective exercise of EEZ/CS rights and jurisdictions
 - Enhance marine scientific research
 - Promote marine science courses (undergraduate and post-graduate)
 - Economic studies on EEZ and CS resources and activities -
 - Promote naval architecture and ocean engineering
 - Evaluate and improve local capabilities for EEZ and CS resource exploration and exploitation --
 - Devise practical development framework for EEZ and CS resources --
 - EIA systems and methodologies
 - Cooperative management with other countries
 - Studies on traditional fishing rights of other countries
- Towards the Development of an Archipelagic Policy for the Extraction of Nonliving Resources from the Sea (Santos) assess and develop economic potentials of non-living resources of the sea

Action of the Board of Regents
 at its 1379th Meeting on APR 23 2023
APPROVAL

ROBERTO M. J. LARA
 Secretary of the University

- Tapping and creating energy and non-living resources of the sea --
- Developing necessary technologies and improving policies and market conditions for energy and non-living resources of the sea --
- Overcoming environmental problems associated with the extraction of non-living resources of the sea --
- Economic and feasibility studies --New technologies or industries
- **Enhancement of Security through Law: A Problem for the Archipelago (Batongbacal)**
Conduct policy studies to enable the proper implementation of the Law of the Sea
 - A foreign policy that promotes environmental sustainability, peaceful uses of the sea, demilitarization
 - Identification and management of marine-based threats -
 - Define and promote a comprehensive archipelagic security perspective -
 - Promotion of a local maritime defense industry -
 - Research on bilateral and multi-lateral security arrangements
- **Some Challenges for Oceans Diplomacy (Batongbacal). Support for pro-active foreign policy agenda for Philippine maritime interests**
 - Training courses for diplomatic negotiation skills --
 - Special courses for foreign service officers with various areas of international activity, such as Law of the Sea and international environmental law
 - Create a reliable, comprehensive information base on international ocean diplomacy -
 - Maintain complete information/profiles on various maritime sectors and their role in the national economy --
 - In-depth studies of global maritime trade


A sampling of the ARCOAST Bulletin and discussion of territorial issues are shown below.

ANNEX B: ON THE BLUE ECONOMY

"Blue Economy "is an approach/platform to ensure the long-term sustainability of both ocean ecosystems and the economy. In July 2012, country representatives from East Asian Seas signed the "Changwon Declaration." The declaration agreed to adopt the Blue Economy, defined as "a practical ocean-based economic model using green infrastructure and technologies, innovative financing mechanism and proactive institutional arrangements for meeting the twin goals of protecting our oceans and coasts and enhancing its potential contribution to sustainable development including improving human well-being and reducing environmental risks and ecological scarcities" (PEMSEA 2012).

The blue economy approach is imperative in the Philippines, an archipelagic country with vast territorial seas (up to 12 nautical miles) more than twice its total land area. The coastal areas where most Filipinos (estimated 60 % of the population) live are the centers of many economic activities. The natural capital in the territorial seas and the EEZ can contribute significantly to providing livelihood, food security, materials, and vast opportunities for a sustainable and prosperous blue economy (Azanza et al. 2017).

In the nearest future, the country should be able to prepare and implement a comprehensive action plan for a Philippine Coast and Ocean Framework/ Strategy, using the present STI-based development of its blue economy as a starting/ shifting point. This framework will allow the Philippines to prepare for local/national eminent challenges and needs (

Action of the Board of Regents
at its 137th Meeting on APR 03 2023
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Secretary of the University
and of the Board of Regents

environmental, economic, and social) and those related to its neighbors in Asia and the world (NAST.2021).

Trends in Blue Economy and Impacts

The Organization for Economic Cooperation and Development (OECD) estimates that by 2030, USD 3 trillion will be generated annually from ocean-based industries with about 40 million full-time equivalent jobs. Strong growth is expected in marine aquaculture, offshore wind, fish processing, and shipbuilding and repair (OECD 2016). There is immense interest in ocean-based industries' growing potential among public and private partnerships at various regional scales. The related investment needs highlighted by governments across East Asia are as follows: Coastal Transport; Ecotourism/Sustainable Tourism; Energy; Enterprise and Livelihood Development; Fisheries and Food Security; Habitat Protection, Restoration and Management; Integrated Coastal Management; Natural and Man-made Hazard Prevention and Management; Pollution Reduction and Waste Management, Water Use and Supply Management (NAST 2021).

Filipinos are already culturally and practically entwined with our oceans. About 60 million people live in low-elevation coastal zones, and all big cities can be found beside the coast. Several blue industries already contribute significantly to the GDP: (1) Tourism, Resorts, and Coastal Development; (2) Fisheries and Aquaculture; (3) Coastal Manufacturing; (4) Ports, Shipping, and Marine Transport employing about 7.6 million. The oceans also provide most of our daily food protein, amounting to 40kg per capita per annum. Other blue industries that are currently exploited in the Philippines are as follows: (5) Ocean Energy; (6) Seabed Mining for Oil, Gas, and minerals; (7) Marine Biotechnology and Medicine; and (8) Marine Technology and Environmental Services (Table 4.8) There are technical and logistical constraints or even the lack of scientific knowledge and capability that impede the development of these Philippine blue industries. Other commercially ripe technologies still need to be supported by existing government and inter-government policies. We also need to make sure that new arrangements for the development of these blue industries will also include the protection of the biodiversity in the areas that may be impacted within and beyond areas of national jurisdiction. (NAST.2021)

Current Blue R& D Activities/ Industries in the Philippines (compiled by: Azanza and David 2020), From NAST 2021 table 4.8.1)

Industry	known % contribution	Current state and workforce	Potential development/ Recommendations
Tourism	25	5.71 million	Biodiversity-centric tourism
Fisheries & Aquaculture	20	1.6 million	Integrated open water, multi-trophic aquaculture,
Manufacturing	19	300 thousand	Infrastructure dev. projected sea-level rise and modeled storm surge
Ports & Shipping	12	229,000 seamen OFW & 8,000 in local ports & shipping	Hanjin in Subic, Phil., was considered the fifth world's largest shipbuilder.
Ocean Energy	11	Coal-fired thermal plants now account	has a high potential for ocean tidal in-stream energy.

Action of the Board of Regents at its 1379th Meeting on APR 03 2023

APPROVAL

[Signature]

ROBERTO M.J. LARA
Secretary of the University

Oil, Gas, and Minerals	7	for 43% of the national energy mix	Holds 3.48 trillion cubic feet (Tcf) of proven gas reserves as of 2017, equivalent to 31.4 x annual consumption
Biotechnology and Medicine		Basic research initiated in HEIs	High biodiversity offers a high potential for medicine sources
Marine Tech and Env. Services		Some researches initiated	Unique archipelagic nature ideal as a marine tech testing center

Note: Percent Contribution refers to contribution to the current Philippine Blue Economy

Blue Economy Future Resources and Technologies

Scientific and technological innovations (STIs) are expected to play a crucial role in harnessing coastal and ocean resources for the blue economy while ensuring sustainability and understanding how complex marine ecosystems will respond to climate change. Among these technologies are advanced materials subsea engineering and technology innovations, sensors and imaging, satellite technologies, computerization, big data analytics, autonomous systems, biotechnology, nanotechnology, marine spatial planning, and circular blue economy. Proper governance for sustainability and resilience should be ensured and practiced from the lowest to the highest level by LGUs, NGAs, and all stakeholders (NAST 2021).

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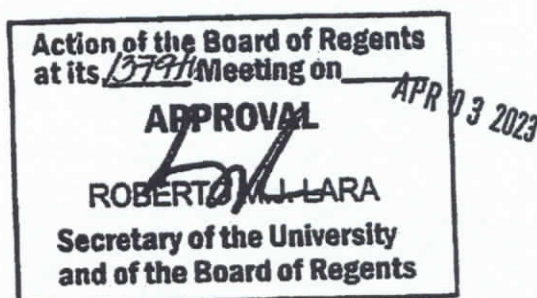
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University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-92

TO : ALL CONSTITUENTS OF UP MINDANAO

SUBJECT : INSTITUTING A SEARCH PROCESS FOR THE NEXT CHANCELLOR OF UP MINDANAO, AND CONSTITUTING A SEARCH COMMITTEE THEREFORE

DATE : 10 September 2024

I. Background/Purpose

The term of office of the Chancellor of UP Mindanao will end on 28 February 2025.

This Administrative Order is hereby issued to commence a search process for the next Chancellor of Mindanao, pursuant to Section 18 of RA 9500, which provides that:

“The Chancellor of the constituent university shall be elected by the Board upon nomination of the President of the University, following a process of consultation with the constituents of the constituent university based on standards and guidelines set by the Board.”

II. Timetable for the Search Process

ACTIVITY	DATE
Nominations to the Search Committee	Monday, 16 September – Friday, 27 September 2024
Constitution of the Search Committee	Friday, 4 October 2024
Last Day to submit nominations for Chancellor	Friday, 25 October 2024
Submission of Report of the Search Committee	Friday, 10 January 2025
Meeting of the Board of Regents to choose the next Chancellor	Thursday, 30 January 2025

III. Search Committee

Crucial to the process is the creation of a Search Committee whose members shall consist of men and women of unquestionable, unassailable integrity, who enjoy the respect of their constituents and maintain the highest regard for the interests of the University.

Accordingly, a Search Committee shall be constituted subject to the following guidelines:

2F North Wing, Quezon Hall, UP Diliman, Quezon City 1101, Philippines
op@up.edu.ph | 632-89280110 or 632-89283014

- A. The Search Committee shall oversee and manage the process for finding the nominees for the Chancellorship. The Search Committee shall strive to find enough qualified nominees to the position by actively seeking out qualified candidates.
- B. The Search Committee is not a COMELEC whose job is to count votes. It is a fact-finding body whose job is to gather all relevant information for the President and the Board of Regents.
- C. The Search Committee shall consist of two (2) senior faculty members (Associate Professor/Full Professor/University Professor/Emeritus Professor); and one (1) junior faculty member (Assistant Professor/ Instructor); one (1) REPS; one (1) administrative staff; one (1) student; and a representative of the President.
- D. Nominations for membership in the Search Committee may be made by any individual, group or groups in the constituent university (faculty, students, REPS, administrative personnel, and alumni).
- E. Nominations to the Search Committee shall be sent through email to the Office of the Secretary of the University at osu@up.edu.ph no later than 5pm, **Friday, 27 September 2024**. Each nomination shall be accomplished using the attached nomination form.
- F. The President shall appoint the members of the Search Committee on or before **Friday, 4 October 2024**.

IV. Nomination Process for the Chancellorship

A. Who may be nominated to the Chancellorship

To be nominated, a nominee MUST possess the following qualifications:

1. Commitment to academic freedom and the values and ideals of the university;
2. Distinction in the nominee's chosen field of expertise coupled with a generalist view and an appreciation of other disciplines;
3. Filipino citizen with a strong nationalist commitment;
4. Demonstrated observance of the principles of collegiality and the democratic process;
5. Unquestionable moral integrity;
6. Academic leadership and administrative skill; and,
7. Willingness to serve as Chancellor on a full-time basis and for the full term of three (3) years.

B. Who May Nominate

Any person or group in or outside the University is encouraged to submit their nomination.

C. Nomination Papers to be Submitted

1. Complete set of nomination papers shall include the following:
 - a. A nomination letter specifying the reasons or justifications for the nomination (indicating how the nominee measures up to the qualifications specified in IV-A), and bearing the printed name(s) and signature(s) of the nominator(s); and
 - b. Two (2) clear copies of the nominee's curriculum vitae and one- or two-page summary thereof.
2. THE NOMINATION PAPERS MUST BE EMAILED TO THE OFFICE OF THE SECRETARY OF THE UNIVERSITY AT *osu@up.edu.ph* OR TO ANY MEMBER OF THE SEARCH COMMITTEE **NOT LATER THAN FRIDAY, 25 OCTOBER 2024.**

D. Conduct of Nomination

1. The Search Committee shall draw up its own schedule of activities and set deadlines as needed.
2. The Search Committee shall ask the qualified nominees about their willingness to serve as full-time Chancellor for three (3) years. Those who indicate their willingness to serve must submit a vision paper of no more than five (5) pages; and a summary of his/her most significant qualifications and achievements in no more than two (2) pages.
3. The Search Committee must interview as many constituents of the constituent university as possible as well as outsiders who, in the judgment of its members, may have pertinent information to provide about the qualifications and competence of the nominees. The Committee should ask the interviewees to concretize important but ambiguous assertions and follow up every significant clue.
4. The Search Committee must also interview the nominees, giving them ample chance to explain their vision and refute any derogatory information.
5. The Search Committee is not authorized to conduct a straw poll because this might create the wrong impression that the search process is a popularity contest whereby the nominee who get the highest numbers of votes will be appointed.
6. **ON OR BEFORE FRIDAY, 10 JANUARY 2025,** THE SEARCH COMMITTEE SHALL SUBMIT TO THE PRESIDENT A FULL REPORT OF THE SEARCH PROCESS INCLUDING THE FINAL LIST OF NOMINEES, ASSESSING THEIR STRENGTHS AND WEAKNESSES.

2F North Wing, Quezon Hall, UP Diliman, Quezon City 1101, Philippines
op@up.edu.ph | 632-89280110 or 632-89283014

E. Appointment

The President shall submit the Search Committee Report with his endorsement to the Board of Regents at the latter's meeting on **Thursday, 30 January 2025**.

FOR WIDEST DISSEMINATION.


ANGELO A. JIMENEZ
President

**NOMINATION FOR MEMBERSHIP IN THE
SEARCH COMMITTEE FOR CHANCELLOR
OF UP MINDANAO**

DATE _____

I hereby nominate:

NAME _____

Present Designation _____

Office _____

Contact No./Email Address _____

BRIEF JUSTIFICATION IN SUPPORT OF THE NOMINATION

Nominated by:

Name _____
Present Designation _____

NOMINATION FOR CHANCELLOR OF UP MINDANAO

DATE _____

I hereby nominate:

NAME _____

Present Designation _____

Office _____

Contact No./Email Address _____

BRIEF JUSTIFICATION IN SUPPORT OF THE NOMINATION

Nominated by:

Name _____
Present Designation _____

Conforme:

(Signature over printed name of nominee)

Please attach the Curriculum Vitae (3-5 pages) and the Vision Paper of the nominee and submit to OSU at osu@up.edu.ph or to any member of the Search Committee for the Chancellor of UP Mindanao.



University of the Philippines
 OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-93

TO : ALL CONSTITUENTS OF UP OPEN UNIVERSITY

SUBJECT : INSTITUTING A SEARCH PROCESS FOR THE NEXT CHANCELLOR OF UP OPEN UNIVERSITY, AND CONSTITUTING A SEARCH COMMITTEE THEREFORE

DATE : 10 September 2024

I. Background/Purpose

The term of office of the Chancellor of UP Open University (UPOU) will end on 28 February 2025.

This Administrative Order is hereby issued to commence a search process for the next Chancellor of UPOU, pursuant to Section 18 of RA 9500, which provides that:

“The Chancellor of the constituent university shall be elected by the Board upon nomination of the President of the University, following a process of consultation with the constituents of the constituent university based on standards and guidelines set by the Board.”

II. Timetable for the Search Process

ACTIVITY	DATE
Nominations to the Search Committee	Monday, 16 September – Friday, 27 September 2024
Constitution of the Search Committee	Friday, 4 October 2024
Last Day to submit nominations for Chancellor	Friday, 25 October 2024
Submission of Report of the Search Committee	Friday, 10 January 2025
Meeting of the Board of Regents to choose the next Chancellor	Thursday, 30 January 2025

III. Search Committee

Crucial to the process is the creation of a Search Committee whose members shall consist of men and women of unquestionable, unassailable integrity, who enjoy the respect of their constituents and maintain the highest regard for the interests of the University.

2F North Wing, Quezon Hall, UP Diliman, Quezon City 1101, Philippines
 op@up.edu.ph | 632-89280110 or 632-89283014

Accordingly, a Search Committee shall be constituted subject to the following guidelines:

- A. The Search Committee shall oversee and manage the process for finding the nominees for the Chancellorship. The Search Committee shall strive to find enough qualified nominees to the position by actively seeking out qualified candidates.
- B. The Search Committee is not a COMELEC whose job is to count votes. It is a fact-finding body whose job is to gather all relevant information for the President and the Board of Regents.
- C. The Search Committee shall consist of two (2) senior faculty members (Associate Professor/Full Professor/University Professor/Emeritus Professor); and one (1) junior faculty member (Assistant Professor/Instructor); one (1) REPS; one (1) administrative staff; one (1) student; and a representative of the President.
- D. Nominations for membership in the Search Committee may be made by any individual, group or groups in the constituent university (faculty, students, REPS, administrative personnel, and alumni).
- E. Nominations to the Search Committee shall be sent through email to the Office of the Secretary of the University at osu@up.edu.ph no later than 5pm, **Friday, 27 September 2024**. Each nomination shall be accomplished using the attached nomination form.
- F. The President shall appoint the members of the Search Committee on or before **Friday, 4 October 2024**.

IV. Nomination Process for the Chancellorship

A. Who may be nominated to the Chancellorship

To be nominated, a nominee **MUST** possess the following qualifications:

1. Commitment to academic freedom and the values and ideals of the university;
2. Distinction in the nominee's chosen field of expertise coupled with a generalist view and an appreciation of other disciplines;
3. Filipino citizen with a strong nationalist commitment;
4. Demonstrated observance of the principles of collegiality and the democratic process;
5. Unquestionable moral integrity;
6. Academic leadership and administrative skill; and,
7. Willingness to serve as Chancellor on a full-time basis and for the full term of three (3) years.

B. Who May Nominate

Any person or group in or outside the University is encouraged to submit their nomination.

C. Nomination Papers to be Submitted

1. Complete set of nomination papers shall include the following:
 - a. A nomination letter specifying the reasons or justifications for the nomination (indicating how the nominee measures up to the qualifications specified in IV-A), and bearing the printed name(s) and signature(s) of the nominator(s); and
 - b. Two (2) clear copies of the nominee's curriculum vitae and one- or two-page summary thereof.
2. **THE NOMINATION PAPERS MUST BE EMAILED TO THE OFFICE OF THE SECRETARY OF THE UNIVERSITY AT *osu@up.edu.ph* OR TO ANY MEMBER OF THE SEARCH COMMITTEE NOT LATER THAN FRIDAY, 25 OCTOBER 2024.**

D. Conduct of Nomination

1. The Search Committee shall draw up its own schedule of activities and set deadlines as needed.
2. The Search Committee shall ask the qualified nominees about their willingness to serve as full-time Chancellor for three (3) years. Those who indicate their willingness to serve must submit a vision paper of no more than five (5) pages; and a summary of his/her most significant qualifications and achievements in no more than two (2) pages.
3. The Search Committee must interview as many constituents of the constituent university as possible as well as outsiders who, in the judgment of its members, may have pertinent information to provide about the qualifications and competence of the nominees. The Committee should ask the interviewees to concretize important but ambiguous assertions and follow up every significant clue.
4. The Search Committee must also interview the nominees, giving them ample chance to explain their vision and refute any derogatory information.
5. The Search Committee is not authorized to conduct a straw poll because this might create the wrong impression that the search process is a popularity contest whereby the nominee who get the highest numbers of votes will be appointed.
6. **ON OR BEFORE FRIDAY, 10 JANUARY 2025, THE SEARCH COMMITTEE SHALL SUBMIT TO THE PRESIDENT A FULL REPORT OF THE SEARCH PROCESS INCLUDING THE FINAL LIST OF NOMINEES, ASSESSING THEIR STRENGTHS AND WEAKNESSES.**

2F North Wing, Quezon Hall, UP Diliman, Quezon City 1101, Philippines
op@up.edu.ph | 632-89280110 or 632-89283014

E. Appointment

The President shall submit the Search Committee Report with his endorsement to the Board of Regents at the latter's meeting on **Thursday, 30 January 2025.**

FOR WIDEST DISSEMINATION.


ANGELO A. JIMENEZ
President

**NOMINATION FOR MEMBERSHIP IN THE
SEARCH COMMITTEE FOR CHANCELLOR
OF UP OPEN UNIVERSITY**

DATE _____

I hereby nominate:

NAME _____

Present Designation _____

Office _____

Contact No./Email Address _____

BRIEF JUSTIFICATION IN SUPPORT OF THE NOMINATION

Nominated by:

Name _____

Present Designation _____

NOMINATION FOR CHANCELLOR OF UP OPEN UNIVERSITY

DATE _____

I hereby nominate:

NAME _____

Present Designation _____

Office _____

Contact No./Email Address _____

BRIEF JUSTIFICATION IN SUPPORT OF THE NOMINATION

Nominated by:

Name _____

Present Designation _____

Conforme:

(Signature over printed name of nominee)

Please attach the Curriculum Vitae (3-5 pages) and the Vision Paper of the nominee and submit to OSU at osu@up.edu.ph or to any member of the Search Committee for the Chancellor of UP Open University.



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-94

FOR : **ATTY. ABRAHAM REY M. ACOSTA**
Vice President for Legal Affairs

SUBJECT : **PRESIDENT'S REPRESENTATIVE IN THE SEARCH
COMMITTEE FOR THE NEW DIRECTOR OF THE
PHILIPPINE GENERAL HOSPITAL (PGH), UP MANILA**

DATE : **11 September 2024**

I hereby designate you as the President's representative in the Search Committee for the New Director of the Philippine General Hospital (PGH), UP Manila.

All expenses that will be incurred in the performance of this duty shall be borne by the Office of the President. Payment of honoraria for this task is authorized based on Board-approved rules and rates.


ANGELO A. JIMENEZ
President

cc : *Office of the Chancellor, UP Manila*



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-97

TO : ALL CONCERNED

SUBJECT : CONSTITUTION OF THE TASK FORCE FOR BUILDING SAFETY ASSESSMENT OF THE UP PHILIPPINE GENERAL HOSPITAL (PGH)

DATE : 16 September 2024

The Task Force for Building Safety Assessment of the Philippine General Hospital (PGH) is hereby constituted as follows:

Chair:
ENGR. DANIEL C. PECKLEY JR.
Vice President for Development

Co-Chair:
DR. JOSEPH GERARD T. REYES
AVP for Development (Facility Management)

Members:
ENGR. GILDA LANDICHO
ENGR. JOE ALBANO
DR. JAIME HERNANDEZ JR.
DR. NATHANIEL DIOLA
DR. OSCAR VICTOR ANTONIO JR.

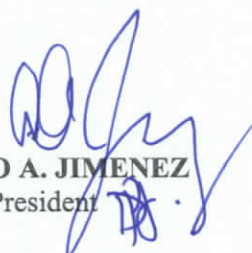
Members [cont.]:
DR. FERNANDO GERMAR
DR. EUGENE HERRERA
AR. RONALD BALANE
ENGR. HARVEY BISA
ENGR. JORDAN REL ORILLAZA
ENGR. FLORENCIO BALLESTEROS JR.
ENGR. DONATO DELA CRUZ

Secretariat:
KINAH PRAISE BAGUAN (OVDP)
AENAMARY ATIENZA (OVDP)
ESPERANZA CABRERA (PMO)
HEDDA DELA CRUZ (ODPI)

The PGH Building Safety Task Force shall conduct a comprehensive safety assessment of critical buildings and facilities of the PGH. Emphasis shall be on fire, seismic, electrical, chemical and mechanical safety. Existing pest control and management shall also be reviewed. Recommendations to address all safety and pest infestation issues shall be forwarded to the President and the PGH Director in **120 calendar days**. The PGH Building Safety Task Force may request the assistance of other resource persons and support personnel as necessary.

The expenses of the Task Force shall be charged against the appropriate UP funds to be identified by the UP Office of the Vice President for Planning and Finance. The Taskforce members, including the resource persons and secretariat, shall be entitled to honoraria as approved and set by the Board of Regents (BOR), and in accordance with the law.

This Administrative Order shall take effect immediately.


ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24- 98

TO : **MA. SHARI NIÑA G. OLIQUINO**
Assistant Vice President for Student Affairs

MARK LESTER DEL MUNDO CHICO
Director of Public Relations, UPLB

JOWIMA A. REYES
Assoc. Prof., UP Diliman CSWCD

MARIA ANGELICA ABAD
OP Protocol Officer & UPDEPPO Faculty Member

SUBJECT : **CONSTITUTION OF A TEAM TO ASSIST THE OVPPA OIC
IN REPORT PREPARATION FOR THE OVPPA
REVITALIZATION**

DATE : **16 September 2024**

Please constitute yourselves to a team to assist the Officer-in-Charge (OIC) of the Office of the Vice President for Public Affairs (OVPPA), EVP Jose Fernando Alcantara, in the necessary documentation and report for the revitalization of the OVPPA.

Your appointment is effective immediately until the final report is completed and submitted to the Office of the President.


ANGELO A. JIMENEZ
President

cc: *EVP Jose Fernando T. Alcantara*



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-99

TO : ALL CONCERNED

SUBJECT : CONSTITUTION OF THE TECHNICAL WORKING GROUP (TWG)
FOR THE IMPLEMENTATION OF THE DEPARTMENT OF HUMAN
SETTLEMENTS AND URBAN DEVELOPMENT (DHSUD)
*PAMBANSANG PABAHAY PARA SA PILIPINO (4PH) PROGRAM IN
UP DILIMAN*

DATE : 20 September 2024

The University of the Philippines intends to partner with the Department of Human Settlements and Urban Development (DHSUD) to implement housing projects under the Pambansang Pabahay Para sa Pilipino (4PH) Program in UP Diliman, Quezon City. These projects will cater to UP faculty and staff, as well as the Informal Settler Families (ISFs) residing within the UP Diliman Campus.

To facilitate this initiative, the Technical Working Group (TWG) is hereby constituted as follows:

Chair:

ENGR. DANIEL C. PECKLEY JR.
Vice President for Development

PROF. ROEHL L. JAMON
Vice Chancellor for Community Affairs, UP
Diliman

Co-Chair:

ATTY. EDGARDO CARLO L. VISTAN II
Chancellor, UP Diliman

DR. ALFRED TENGONCIANG
Officer-in-Charge, UP Diliman Housing Office

Members:

MS. IRYN Y. BALMORES
Vice President for Planning and Finance

**ASST. PROF. ANNIE DENISE
PACAÑA-LUMBAO**
Officer-in-Charge, UP Diliman Office of
Community Relations

ATTY. ABRAHAM REY M. ACOSTA
Vice President for Legal Affairs

DR. RAQUEL B. FLORENDO
Vice Chancellor for Planning and
Development, UP Diliman

Secretariat:

SARAH "JOY" S. BITUIN (OVDP)
AENAMARY C. ATIENZA (OVDP)
ATHENA LOUISE C. GARCIA (OVPPF)
JUAN YSMAEL C. MENDOZA (OVPLA)
THANA ORDIZ (OVCCA)

The TWG shall have the following responsibilities:

1. Planning & Implementation:

- a. Identification of sites within UP Diliman to be utilized for the development of housing units;

- b. Data gathering on UP faculty and staff in need of housing within UP Diliman, including ISFs who may benefit from the project;
 - c. Study of DHSUD housing policies, 4PH rules and regulations, and other relevant rules and regulations applicable to identified UP areas and intended beneficiaries of the project;
 - d. Formulation of action plans, issue necessary memoranda, instructions, and guidelines to address any challenges arising from the 4PH Program's implementation within UP Diliman
 - e. Recommend the following:
 - i. Mode of engagement and coordination with the DHSUD and the Quezon City Local Government, and other government agencies and/or stakeholders who will be involved in the implementation of housing projects; and
 - ii. Terms of reference, specifications, and evaluation methodologies for the implementation of housing projects in accordance with the UP Charter and the DHSUD housing policies, rules and regulations.
2. Coordination: Serve as the primary point of contact for all stakeholders involved in the project, including conducting site validations.
 3. Document Review: Evaluate and conduct an initial review of all 4PH-related documents.
 4. Documentation and Reporting: Document findings and recommendations, and submit progress reports to the President whenever directed.

The TWG may engage the services of resource persons and technical experts, subject to the approval of the UP President, to ensure the effective execution of its tasks.

The expenses of the TWG shall be charged against appropriate funds identified by the Office of the Vice President for Planning and Finance. The TWG members, including the resource persons and secretariat, shall be entitled to honoraria as approved and set by the Board of Regents (BOR), and in accordance with the law.

This Administrative Order shall take effect immediately.


ANGELO A. JIMENEZ
President  



University of the Philippines
OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. PAJ 24-101

TO Chair: **DR. AUGUSTUS C. RESURRECCION**
Vice President for Administration

Co-Chair: **MS. IRYN Y. BALMORES**
Vice President for Planning and Finance

Members **DR. RICHARD S. JAVIER**
Director, UP System HRDO and AVP for Administration

MS. NOREEN P. ESCULTURA
Director IV, System Budget Office and AVP for Planning and Finance

MS. JENNIFER M. TOLENTINO
AUPWU Representative, Second Level Employees

MR. CLODUALDO E. CABRERA
AUPWU Representative, First Level Employees

Secretary **MS. ROSALINDA J. TINGCO**
Chief Administrative Officer, UPD HRDO

MS. GERALDINE C. GERONIMO
Senior Personnel Specialist, UPS HRDO

SUBJECT : **CONSTITUTION OF THE AD HOC HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD FOR THE HIRING OF THE DIRECTOR II ITEM AT THE SYSTEM ACCOUNTING OFFICE**

DATE : **20 September 2024**

The Ad hoc Human Resource Merit Promotion and Selection Board (HRMPSB) for the hiring of the Director II vacant position at the System Accounting Office is hereby constituted, in accordance with the approved Merit Selection Plan (MSP) of the University, effective immediately.

The Ad hoc committee shall assist the appointing authority in the judicious and objective selection of candidates. They shall provide a report of the assessment of the top five (5) candidates which shall guide the appointing authority in selecting the most qualified for appointment to the vacant position.

The Committee members and secretariat shall be granted honoraria consistent with the rates for ad hoc committees (level 1) approved by the Board of Regents.

For your guidance and compliance.


ANGELO A. JIMENEZ
President

2F North Wing, Quezon Hall, UP Diliman, Quezon City 1101, Philippines
op@up.edu.ph | 632-89280110 or 632-89283014



UNIVERSITY OF THE PHILIPPINES
Quezon City

OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. JFA 2024-11

- TO : **DR. JOSE V. CAMACHO, JR.**
Chancellor, UP Los Baños
- DR. CLEMENT C. CAMPOSANO**
Chancellor, UP Visayas
- DR. MELINDA DP. BANDALARIA**
Chancellor, UP Open University
- DR. LYRE ANNI E. MURAO**
Chancellor, UP Mindanao
- PROF. JOEL M. ADDAWE**
Chancellor, UP Baguio
- ATTY. LEO B. MALAGAR**
Chancellor, UP Cebu
- PROF. PATRICIA B. ARINTO**
Dean, UP Tacloban College

SUBJECT : **TRAVEL AUTHORITY**

DATE : **15 July 2024**

You are hereby authorized to travel to University of the Philippines Diliman, Quezon City on **22 July 2024** for the **411th Meeting of the President’s Advisory Council**.

JOSE FERNANDO T. ALCANTARA
Executive Vice President



UNIVERSITY OF THE PHILIPPINES
Quezon City

OFFICE OF THE PRESIDENT

ADMINISTRATIVE ORDER NO. JFA 24-13

- TO : DR. JOSE V. CAMACHO, JR.
Chancellor, UP Los Baños
DR. CLEMENT C. CAMPOSANO
Chancellor, UP Visayas
DR. MELINDA DP. BANDALARIA
Chancellor, UP Open University
DR. LYRE ANNI E. MURAO
Chancellor, UP Mindanao
PROF. JOEL M. ADDAWE
Chancellor, UP Baguio
ATTY. LEO B. MALAGAR
Chancellor, UP Cebu
PROF. PATRICIA B. ARINTO
Dean, UP Tacloban College

SUBJECT : TRAVEL AUTHORITY

DATE : 05 September 2024

You are hereby authorized to travel to University of the Philippines Diliman, Quezon City on 12 September 2024 for the 412th Meeting of the President's Advisory Council in UP Diliman.

JOSE FERNANDO T. ALCANTARA
Executive Vice President

MEMORANDA



University of the Philippines
OFFICE OF THE PRESIDENT

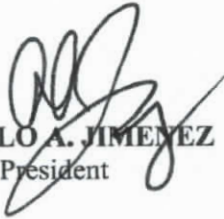
MEMORANDUM NO. PAJ 24-19

FOR : THE U.P. BOARD OF REGENTS
SUBJECT : REQUEST FOR AUTHORITY TO TRAVEL TO SINGAPORE
DATE : 26 July 2024

I kindly request permission to travel on official time to Singapore from 04-06 August 2024 for a benchmarking conference at the National University of Singapore (NUS) focusing on UP's research and innovation, and digital transformation initiatives.

I would like to request airfare, accommodation, pre-travel allowance, actual cost of unsponsored meals, incidentals, and other representation expenses, all to be taken from the UP International Linkages Fund, plus my salary during the period.

I also request permission to use an official passport and be exempted from payment of travel tax.


ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT

MEMORANDUM NO. PAJ 24-21

FOR : THE U.P. BOARD OF REGENTS
SUBJECT : REQUEST FOR AUTHORITY TO TRAVEL TO HONG KONG
DATE : 11 September 2024

I kindly request permission to travel on official time to Hong Kong from 4-5 December 2024, exclusive of travel time, to speak during the 2024 International Association for Research on Service-Learning and Community Engagement (IARSLCE) Asia-Pacific Conference (APC) X International Conference on Service-Learning (ICSL) organized by the Hong Kong Polytechnic University.

I would like to request airfare, accommodation, pre-travel allowance, actual cost of unsponsored meals, incidentals, and other representation expenses, all to be taken from the UP International Linkages Fund, plus my salary during the period.

I also request permission to use an official passport and be exempted from payment of travel tax.


ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT

MEMORANDUM NO. PAJ 24-22

TO : ALL CONCERNED
THRU : OFFICES OF THE CHANCELLORS
SUBJECT : CALL FOR GENERAL PARTICIPATION IN THE UP DAY OF REMEMBRANCE 2024
DATE : 11 September 2024

Proclamation No. 1, Series of 2018 declares September 21 of every year as the Day of Remembrance throughout the University of the Philippines (UP) System. In observance of this significant day in the country's history, I enjoin the entire UP community to participate in the series of activities throughout the UP System in line with the UP Day of Remembrance 2024. Kindly refer to this [link](#) for the list of activities for this year's commemoration.

The participation of the UP community in the various events and activities organized by different UP sectors and organizations is highly encouraged.


ANGELO A. JIMENEZ
President

Link: https://docs.google.com/spreadsheets/d/1E82K4UloeLk6OyW_25csCWUYC7IbIdUEVZ0k5xRJH4s/edit?usp=drive_link

2F North Wing, Quezon Hall, UP Diliman, Quezon City 1101, Philippines
op@up.edu.ph | 632-89280110 or 632-89283014



University of the Philippines
OFFICE OF THE PRESIDENT

MEMORANDUM NO. PAJ 24-23

**TO : CHANCELLORS
DEAN, UP TACLOBAN
DIRECTOR, UP PGH**

SUBJECT : BUILDING SAFETY AND HAZARD ASSESSMENT

DATE : 16 September 2024

Please conduct a comprehensive building safety and hazard assessment of academic, administrative, and student and faculty housing buildings, in your respective units. Kindly submit a report with recommendations to the Office of the Vice President for Development (OVPD) **on or before 30 October 2024**.


ANGELO A. JIMENEZ
President



University of the Philippines
OFFICE OF THE PRESIDENT

MEMORANDUM NO. PAJ 24-24

FOR : ALL CONCERNED

SUBJECT : TRACKING AND DOCUMENTATION OF THE FLAGSHIP PROGRAMS

DATE : 11 September 2024

Through a highly participative and consultative process, the University of the Philippines' constituent officials, faculty and key staff members came up with a new Strategic Plan for the period 2023-2029 which highlights the priorities and planned way forward for the University of the Philippines. Out of the strategies came 10 Flagship Programs, which defines the focal points of the current UP administration.

System and Constituent University officials were convened in a series of meetings where existing and future projects were sought to be aligned and integrated with the Flagship Programs to come up with a comprehensive listing and relevant compilation of data.

A strategic toolkit was advanced in the form of a matrix which aligns the 10 Flagship Programs with ongoing and upcoming programs, projects and activities within the University System and Constituent Universities.

Both System and CU Officials were requested to populate the toolkit. The System and CU Officials responded by affixing projects aligned with the 10 Flagship programs.

Please be informed that for purposes of tracking and documentation of all aligned University activities from the University Strategic Toolkit and to ensure the provision of updated information on the progress of the implementation of these programs, projects and activities for the System Administration and the UP community, two consultants, Martin Hilario L. Mapolon and Federico R. Laciste IV have been tapped to coordinate with your respective offices.

All concerned are requested to extend all assistance towards the success of the program.

For your information and guidance.


ANGELO A. JIMENEZ
President


VLA


FLA



University of the Philippines
OFFICE OF THE PRESIDENT

MEMORANDUM NO. PAJ 24-25

TO : VICE PRESIDENTS & SECRETARY OF THE UNIVERSITY
CHANCELLORS
DIRECTORS, UP PGH
DEAN, UP TACLOBAN COLLEGE
DIRECTORS/HEADS OF OFFICES/UNITS

SUBJECT : EXPANDED EHOPE BENEFIT PROGRAM

DATE : 25 September 2024

The UP Board of Regents (BOR), in its 1392nd meeting on 30 August 2024, approved the expansion of the Enhanced Hospitalization Program (eHOPE) further expanding the coverage of the program to include:

1. Pre-operation and pre-confinement medical diagnostics and laboratory procedures;
2. Selected outpatient procedures covered by PhilHealth, along with related medications prescribed upon discharge; and
3. Inclusion of expenses for executive check-up of University Officials, including Deans of Constituent Universities, at the Philippine General Hospital, in excess of the current ₱10,000.00 financial assistance to be charged against eHOPE. The total expense for the executive check-up is up to ₱25,000.00

The attached guidelines shall be the basis for the implementation of the Expanded eHOPE benefit program.

For guidance and compliance.


ANGELO A. JIMENEZ

President

GUIDELINES FOR THE IMPLEMENTATION OF THE UP EXPANDED EHOPE BENEFIT PROGRAM

I. RATIONALE

The University of the Philippines, in accordance with RA 9500, is mandated to *protect and promote the professional and economic rights and welfare of its academic and non-academic personnel*. Anchored on this mandate, the University institutionalized the Financial Assistance Program for Hospitalization Expenses (FAPHE), among others, to provide economic support to employees to cover their hospitalization expenses. In 2016, after a series of studies and proposals, the University expanded FAPHE's coverage and replaced it with the Enhanced Hospitalization Programme (eHOPE).

While the current eHOPE, further enhanced in 2023, offers better and expanded benefits compared to its predecessors, it is yet to respond to the demand of its constituents. Specifically, the need to cover the expenses incurred by employees who underwent outpatient medical procedures and/or pre-operation/pre-confinement diagnostic and laboratory medical procedures.

To address this, the eHOPE Technical Working Group, led by the Office of the Vice President for Administration (OVPA) with the help of UP Philippine General Hospital and UP Manila, conducted a cost-benefit analysis in 2024 to support the proposal for further expansion of the program. The following are the highlights of the analysis:

1. Coverage of pre-operation/pre-confinement diagnostic and laboratory medical procedures will reduce healthcare costs as having the diagnostic procedure done outside confinement reduces expenses in room and other hospital amenities;
2. Expansion of access to essential medical services without the need for hospitalization potentially reduces overall healthcare cost as outpatient expenses are less costly compared with inpatient rates.
3. Expansion of access to treatment procedures for severe medical cases usually done outside of confinement (i.e., chemotherapy, radiation treatment, hemodialysis)
4. Expansion of the program is less costly than if the University avails the services of a Health Maintenance Organization (HMO).

The expansion of eHOPE was approved by the UP Board of Regents (BOR) during its 1392nd Meeting on 30 August 2024. **Following this, as authorized by the BOR, these Expanded eHOPE Benefit Program guidelines are being issued to guide the concerned units in implementing the program and provide guidance to employees in availing eHOPE benefits.**

II. EHOPE BENEFIT PROGRAM HISTORY and BASIS OF IMPLEMENTATION

1. Republic Act 9500 (UP Charter of 2008)

The University shall "protect and promote the professional and economic rights and welfare of its academic and non-academic personnel." (Section 3.e)

2. 1392nd UP Board of Regents Meeting (30 August 2024)

Approved the proposal for an expansion in the coverage of the eHOPE benefit program based on the needs and demands of the UP employees. Details of the expansion are stipulated in these guidelines.

3. 1380th UP Board of Regents Meeting (27 April 2023)

Approved to amend the eHOPE program to allow greater benefit coverage for UP employees as follows:

- a. Increased yearly benefit cap from ₱80,000.00 to ₱100,000.00;
- b. Increased coverage for professional fees;
- c. Expanded eligibility to UP Contractuals whose funding is sourced from UP Revolving/Trust Fund

4. 1322nd UP Board of Regents Meeting (24 November 2016)

Approved eHOPE to replace Financial Assistance to Program for Hospitalization Expenses.

5. 1161st UP Board of Regents Meeting (25 July 2002)

Approval of provision of ₱10,000.00 financial assistance for the executive check-up expenses of selected University Officials.

III. PROGRAM DESCRIPTION

Expanded eHOPE Benefit Program, an essential component of the comprehensive program for the health and wellness of UP employees, is a financial assistance program of the University to help defray the cost of hospitalization and medical expenses incurred by UP employees. This is a manifestation of the University's commitment to the employee's overall welfare and well-being.

IV. GUIDELINES OBJECTIVES

These guidelines shall:

- Guide the UP employees in availing the benefits of the program;
- Guide the office in charge of implementing and monitoring the program;
- Provide a mechanism for partnership with service providers; and
- Establish a report and monitoring mechanism to support program improvement.

V. SCOPE AND COVERAGE

1. **eHOPE Benefits.** As approved in the 1380th UP Board of Regents Meeting, eligible eHOPE beneficiaries are entitled to financial assistance for hospitalization and medical expenses up to an accumulated ₱100,000.00 for medical procedures and maximum aggregate amount of medicine amounting to ₱10,000.00 per year.
2. **eHOPE Coverage.** As approved in the 1322nd UP Board of Regents Meeting (24 November 2016), 1380th UP Board of Regents Meeting (27 April 2023), and 1392nd UP BOR Meeting (30 August 2024), the eHOPE benefit program shall cover the following:
 - a. **Hospitalization expenses incurred during confinement**
 - Medical/diagnostic procedures such as ultrasound, MRI, X-ray, CT scan, biopsy, mammography, echocardiography, angiogram, blood chemistry, and other laboratory examinations.
 - Prescribed drugs and medicines in accordance with the Generics Act of 1988 (RA 6675).
 - Professional fees of PhilHealth-accredited physicians and specialists up to a maximum of twice the amount based on the Relative Value Unit (RVU) set by PhilHealth for specific medical cases (i.e., applicable PhilHealth case rates).
 - Expenses for room and board for the duration of the confinement.
 - b. **Pre-operation, Pre-confinement medical diagnostics and laboratory procedures.**
 - Ultrasound
 - MRI
 - X-Ray
 - CT-Scan
 - Biopsy
 - Mammography
 - Echocardiography
 - Angiogram
 - Blood Chemistry and other laboratory examinations
 - Other **REQUIRED** pre-operation, pre-confinement medical diagnostics prior to medical procedure during confinement.

The pre-confinement/pre-operation medical diagnostics and laboratory procedures must be certified by the attending physician and validated by the UHS representative in the eHOPE committee.

Medical diagnostics and laboratory procedures conducted that are not for the clearance required for confinement/operation are not supported in this eHOPE benefit program.

c. Outpatient surgical procedures that can be done without hospital confinement and are also covered by PhilHealth and medicine related to the outpatient procedure prescribed upon discharge.

- Cataract extraction and other ambulatory ophthalmology operations
- Cholecystectomy
- Endoscopic procedures (gastroscopy, colonoscopy, arthroscopy, etc.) as prescribed by my medical doctor (can be categorized under section IV.2.b of this guidelines)
- Dilation and Curettage (D&C) and other ambulatory gynecologic procedures
- Excision of soft tissue masses
- Outpatient surgical procedures on wounds acquired in accidents that happened in the line of duty (emergency cases)
- Other similar ambulatory *surgical* procedures

d. Outpatient medical treatment procedures that can be done without hospital confinement and are also covered by PhilHealth and medicine related to the outpatient procedure prescribed upon discharge.

- Chemotherapy Administration
- Radiation Treatment Delivery
- Hemodialysis and other dialysis procedures

Items a, c, and d are covered by PHILHEALTH, and the eHOPE benefit is only available once PHILHEALTH deductions based on applicable case rates have been made.

e. Executive check-up for University Officials in excess of the current ₱10,000.00 financial assistance but up to a limit of ₱25,000.00 worth of executive check-up.

3. Eligibility Criteria. Eligible employees for financial assistance under eHOPE Benefit program items 2.a to 2.d shall be the following:

- a. Regular permanent faculty members, full-time or part-time
- b. Full-time faculty members who are not tenured provided they have rendered at least one (1) year of continuous service in the University
- c. Permanent REPS and administrative staff
- d. Temporary REPS and administrative staff provided they have rendered at least one (1) year of continuous service in the University
- e. UP contractuels and casuals (including faculty, REPS and administrative staff) who have rendered at least one (1) year of continuous service to the University, have an employer-employee relations with the University, and whose salaries are paid out of the Personnel Services (PS) allocations to UP in the General Appropriations Act (GAA)

- f. UP contractuels and casuals (including faculty, REPS, and administrative staff) who have rendered at least one (1) year of continuous service to the University, have an employer-employee relations with the University, and whose salaries are charged against the Revolving Fund (RF)/ Trust Fund (TF).
- g. International Faculty as defined and approved by the BOR in its 1392nd meeting (K. Welfare benefits for International Faculty)

To be eligible, claimants must be in *active* service in UP at the time of the claim. Part-time faculty members (occupying plantilla items that are tagged as Part Time) shall be entitled to reduced benefits in proportion to the extent of their service to the University.

As for item 2.e (eHOPE coverage for the Executive check-up of University Officials), the University Officials indicated in the BOR approval are the President, Secretary of the University, Assistant Secretary, Executive Vice President, Vice Presidents, Assistant Vice Presidents, Chancellors, and Vice Chancellors, Dean and Associate Deans of the UP Tacloban College, and Director and Deputy Director of the UP Philippine General Hospital¹.

4. **Exclusion.** Excluded from coverage under eHOPE benefit program are:
 - a. hospitalization expenses for confinement related to cosmetic surgery;
 - b. self-inflicted injury and illness; and
 - c. annual medical/physical examination which are covered by specific CU policies.

VI. GENERAL POLICIES AND OPERATIONAL GUIDELINES

1. Role of Human Resources Development Office

- a. The Human Resources Development Office (HRDO) shall implement the Expanded eHOPE benefit program in their respective constituent university/autonomous college (CU/AC). The CU/AC is authorized to craft internal guidelines but anchored on this document to better fit their implementation at the CU/AC level.
- b. The HRDO shall include an orientation on Expanded eHOPE benefit program during their Onboarding Program/Session for new employees and ensure that a briefer and list of updated partner service providers are made available to employees.

2. Availing of eHOPE benefits through a Partner Medical Service Provider

Partnerships with medical service providers shall be established to implement a 'No Cash Out' system for the employees, within the maximum allowable amount provided for by eHOPE.

¹ Dean/Associate Deans of UP Tacloban, and Director/Deputy Director of UP PGH are not covered in the Php 10,000 financial assistance program. These officials may avail of the executive check-up up to Php25,000 charged to eHOPE funds.

UP is currently expanding the partner medical service providers other than the Philippine General Hospital through a memorandum of agreement. CU may initiate establishing partnerships, especially for CUs that are far from the Philippine General Hospital.

Through this scheme, UP shall provide a Letter of Guarantee to the service provider as proof that UP will cover the medical expenses of the employee. Only employees with an available account balance in the eHOPE benefit program shall be issued with a Letter of Guarantee.

a. Application

Eligible beneficiaries may initiate the request for financial assistance as soon as possible, whether for hospitalization or outpatient procedures, by coordinating with and submitting the following documents to the HRDO:

i. Hospitalization

- eHOPE Application Form
- Medical Abstract/Medical Certificate
- Statement of Account showing PhilHealth and other Health Insurance Deductions
- Confinement Order
- Certificate from attending physician for the need for pre-operation, pre-confinement medical diagnostics and laboratory procedure, as necessary

ii. Outpatient Procedure (eHOPE coverage 2.b, 2.c, or 2.d)

- Expanded eHOPE Application Form
- Medical Abstract/Medical Certificate
- Statement of Account showing PhilHealth and other Health Insurance Deductions
- Doctor's Order for *Pre-operation* Laboratory Procedures, Surgical Procedures, Medical Treatment Procedures

In case the employee cannot sign the eHOPE benefit program application form, the next of kin or other authorized representative of the employee may submit the form for validation and processing. The accomplished form shall be kept by the HRDO, to be retrieved during the post-hospitalization processing of payment to service provider.

b. HRDO Clearance and Issuance of Letter of Guarantee.

The HRDO shall review the application of the employee. Only employees with an available eHOPE account balance shall be issued with a Letter of Guarantee (LG). An LG is a document to be provided for to the partner medical service provider informing that UP shoulders the applicable hospital expenses that are covered by the eHOPE benefit and available eHOPE account balance of the employee.

HRDO shall send a copy of the LG to the service provider via email. The original copy of the LG shall also be provided to the

employee/representative. It shall indicate the account balance of employees, as reference for the service provider.

- c. **Post-Hospitalization or Post-Procedure Requirements.** Within thirty (30) working days after the employee's discharge from the medical service facility, the employee shall submit to the HRDO the following documents to support the payment to the service provider:
- i. Discharge Order/Copy of Going Home Instructions
 - ii. Statement of Account showing PhilHealth and other health insurance deductions

Failure to submit the required document by the set timeline may forfeit the entitlements of the employee; however, the employee may file an appeal subject to the approval of the eHOPE committee.

HRDO shall make sure to follow up with the employee to ensure timely compliance.

- 3. Availing of eHOPE Benefit program benefits through Reimbursement**
Employees, especially those who are availing the services of a non-partner service provider, may request financial assistance through reimbursement of allowable expenses.

- a. **Application.** Eligible beneficiaries of eHOPE shall submit the following document for the processing of eHOPE benefits:
- i. Expanded eHOPE benefit program Application Form
 - ii. Medical Abstract/Medical Certificate
 - iii. Confinement Order, if confined
 - iv. Discharge Order/Copy of Going Home Instructions
 - v. Statement of Account showing PhilHealth and other Health Insurance Deductions
 - vi. Original Copies of Official Receipts of Hospital Bills, Medicines, and Laboratory tests

The employee shall submit the aforementioned documents to the HRDO within thirty (30) working days after the employee's discharge from the medical service facility. In case the employee is not capable to submit the documents to the HRDO, an authorized representative may do so on their behalf.

Failure to submit the required document by the set timeline may forfeit the entitlements of the employee; however, the employee may file an appeal subject to the approval of the eHOPE committee.

4. Evaluation of Application

Both the 'No Cash Out' scheme and reimbursement requests will be reviewed and evaluated by the eHOPE Committee.

- a. **Composition.** The eHOPE Committee shall be composed of the HRDO Director as Chairperson with members from the following offices:
- University Health Service or its equivalent
 - Budget Office or its equivalent
 - Representatives from the recognized Union Organization

The Committee shall be supported by the assigned staff from HRDO.

- b. **Approval.** Endorsed by the eHOPE Committee, the employee's application shall be cleared for funding by the Budget Office. For UPSA, the application will be approved by the Vice President for Administration. For CU, the application will be approved by the Chancellor or equivalent official, subject to the endorsement of the Vice Chancellor for Administration or equivalent official.

5. Processing of Payment/Reimbursement

- a. **Processing of Payment for Service Providers.** CU shall comply with the timeline set in the Memorandum of Agreement (MOA) for the processing of payment.
- b. **Processing of Reimbursement.** HRDO shall coordinate with employee's home unit, Budget, Accounting, and Cash Offices for the processing of reimbursement. These offices must adhere to the Data Privacy regulations of the University.
- c. **Refund of Benefit.** Payment under eHOPE benefit program shall be subject to refund by employee recipient if the same would later be found not in order by concerned competent authority.

6. Source of Funds

Funding of the eHOPE Benefit program benefits shall be shared by the UP System Administration (70%), on a reimbursement basis, and the concerned CU (30%). The 100% eHOPE benefit of UP Contractuals, whose salaries are charged against the Revolving Fund/Trust Fund, shall be charged against the same funding source and is subject to availability of funds. eHOPE benefit program expenses of the UP-PGH shall be charged to the UP-PGH Internal Operating Budget.

7. Establishment of Partnership with Service Providers

UP and its CU/Units are authorized to establish partnerships with medical service providers to implement a 'No Cash Out' scheme.

- a. **System-Level Memorandum of Agreement.** On the System-level, the OVPA shall establish partnerships with selected service providers based on the data gathered by the OVPA in relation to the

implementation of eHOPE and based on the quality of their service. List of service providers with active MOA shall be posted on the System HRDO Website.

- b. **CU-Level Memorandum of Agreement.** CU may establish partnerships with selected service providers, especially those not covered by the System-level agreement.

VII. DATA PRIVACY

1. **Data Privacy:** The University shall collect, process, and store employee personal data strictly in accordance with the DPA and relevant implementing rules and regulations.
2. **Confidentiality:** All employee health information shall be treated as confidential and protected from unauthorized access, disclosure, or use.
3. **Consent:** Employees shall provide informed consent for the collection, processing, and use of their personal data for the purposes of the hospitalization program.
4. **Security:** The University shall implement appropriate technical, organizational, and administrative measures to protect employee personal data from unauthorized access, disclosure, or use.
5. **Accountability:** The University shall be accountable for the processing of employee personal data and shall take appropriate steps to ensure compliance with the DPA.

VIII. REPORTING, MONITORING, AND EVALUATION

UPSA HRDO and CU/Autonomous College HRDOs shall submit a **quarterly report** using the attached template every 15th day of the month succeeding the end of a quarter. The said report shall be accompanied by a narrative report indicating the summary of the data adhering to the Data Privacy regulations of the University and of this guideline, discussions on facilitating and hindering factors on the implementation, and recommendations for improved implementation.

As necessary, OVPA may request reports beyond this regular submission; thus, the UPSA HRDO and CU HRDO shall ensure that their database is regularly updated.

IX. EFFECTIVITY

The expansion of eHOPE, as stated in this consolidated implementing guidelines, is effective upon the date of approval of the Board of Regents on the proposed expansion of eHOPE (30 August 2024).

Annexes:

1. Expanded eHOPE Application Form
2. Letter of Guarantee
3. Memorandum of Agreement Template
4. Monitoring and Report Template



University of the Philippines

OFFICE OF THE PRESIDENT

MEMORANDUM NO. PAJ 24-26

TO : **CHANCELLORS
DEAN, UP TACLOBAN
DIRECTOR, UP PGH**

SUBJECT : **CONSULTATION ON MANUAL OF PROCEDURES FOR
ELECTRONIC DOCUMENTS AND E-SIGNATURE**

DATE : **25 September 2024**

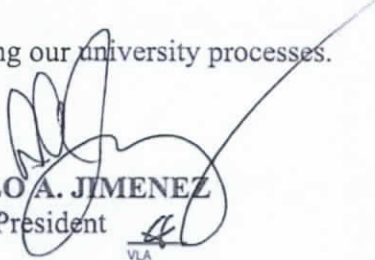
The Board of Regents approved the University Policy on Electronic Documents and Signatures (links.up.edu.ph/esigpolicy) last August 30, marking a significant step toward our goal of transitioning to a paperless office while maintaining a high degree of accountability. To support the implementation of this policy, we have drafted its corresponding Manual of Procedures (MOP). We would like to request your input to ensure that this Manual adequately addresses the needs and concerns of all constituent universities. Specifically, we request the following actions:

1. Review the draft MOP
 - Access the live online version of the draft MOP at links.up.edu.ph/esigmanualdraft.
 - **Conduct CU-wide consultations** and consolidate feedback and inputs from involved Offices in your CU by **October 18, 2024**.
 - Ensure alignment of the MOP with your workflow and specific needs for electronic signatures.
 - Provide your comments, suggestions, and any concerns directly in the document.
2. Incorporate Electronic Signatures into your workflows:
 - Start integrating electronic signatures into your existing workflows.
 - Use the GoogleSig (tutorials and instructions: links.up.edu.ph/googlesig)

Your active participation in this process is crucial. We want to ensure that the final Manual of Procedures reflects the diverse needs of all our constituent universities and supports our collective goal of achieving streamlined university processes.

If you have any questions or need further clarification, please do not hesitate to contact updx@up.edu.ph.

Thank you for your cooperation and commitment to improving our university processes.


ANGELO A. JIMENEZ
President

2F North Wing, Quezon Hall, UP Diliman, Quezon City 1101, Philippines
op@up.edu.ph | 632-89280110 or 632-89283014

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