



ACCOMPLISHMENT REPORT

[Dec. 1 – 31, 2022]

1. Attendance to virtual meetings/workshops/conventions:
 - a) Document Review of Planning Forms w/ Co-Process Owners (Dec 2)
 - b) 54th Virtual FIMFS Annual Convention (Dec 6-7)
 - c) Webinar on the Landscape of Blended Learning in the New Normal (Dec 9)
 - d) Workshop on the Accomplishments 2022 ROAM, OTP, and others (Dec 13)
 - e) Virtual Orientation & Overview of the new OTP Monitoring for “Monitoring of Accomplishments for CY 2022” (Dec 12)
 - f) Attended the webinar on the forums on Gender Equality, Diversity, & Social Inclusion to close this campaign (Dec 12)
 - g) Year-end Performance Review (Dec 13)
 - h) Graduate School Faculty Meeting (Dec 14)
 - i) Virtual document review of OUR procedures with co-process owners (Dec 15, 9 AM – 5 PM)
2. Entertained Professor Nakagawa (from Nagoya University, Japan) during her courtesy call (Dec 1);
3. Facilitated the Agri-fair Exhibits for Baybay City (Dec 8);
4. Approved faculty and staff's time log appeals and leave requests for the month of Oct., Nov. 2022;
5. Organized the ITEEM 2022 Christmas lunch together, which was attended by the entire ITEEM faculty, staff, and MSTREC students (Dec 15);
6. Prepared and submitted the OPCR 2023 Targets;
7. Endorsed the top student in batch 2022 of Environmental Science graduates (AMT Gavan) to the Yale School of the Environment's Masters in Environmental Management program;
8. Signed and submitted payrolls (29), DTR (15), Vouchers (9), Travel orders (5), Appointments/JO contracts (12), Acknowledgement Reports (7), Application for leave (3), and IPCR (1)
9. Signed student clearance (1), Recommendation of Dept. Admissions (2)

Submitted By:

ELIZA D. ESPINOSA
Director, ITEEM

Recommending Approval:

DENNIS P. PEQUE
Dean, CFES

Approved:

BEATRIZ S. BELONIAS
VP for Academic Affairs



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A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge
and innovative technologies for sustainable communities and environment.

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