



**RECOMMENDATION TO ATTEND  
TRAININGS/WORKSHOPS/SEMINARS/CONVENTIONS/FORA/CONFERENCES**

Date: July 5, 2023

Name of Faculty Recommended: Merry Jean A. Caparas

Position/Rank: Instructor 1 [ ] Permanent [ ☒ ] Temporary [ ] Substitute

Designated Position: Instructor 1

College: Management and Economics

Department/Research Center/Institute: Institute for Strategic Research and Development Studies (ISRDS)

Degree and Specialization: MSc. in Water Management and Governance

Subjects/Courses Taught: Contemporary World; Gender, Work, and Food in Rural Society;

ResourceS Management (focus on Water)

Title of Conference/Seminar/Symposium: BIDANI Convention, with a theme BIDANI@45: Boosting Positive Impact through Revitalized Partnerships and Sustainable Practices

Organizer/Host/Sponsor: Barangay Integrated Development Approach for Nutrition Improvement (BIDANI) Network Program- University of the Philippines Los Baños

Date and Venue: 12-13 July 2023; University of the Philippines Los Baños

Justification for recommending the faculty (*focus on relevance to present work*):

The faculty serves as one of VSU-BIDANI project leaders. Her participation in this event will give her an opportunity to learn from experts and engage in discourse around local development which is one of the interests of ISRDS.

Date of Last Attendance to Training/Conference/Seminar: 24 March 2023

Financial Support Requested: [ ] Registration Fee of \_\_\_\_\_

[ ] Per Diem

[ ] Transportation cost of \_\_\_\_\_

[ ☒ ] Educational Tour/Official Time/

Approved Leave of Absence/

Authority to Travel Only

Please attach tentative Itinerary of Travel

Purpose of Attendance:

[ ☒ ] Present paper

[ ] Attend only to learn, no paper to present

[ ] Attend to learn and earn CPD points, no paper to present

[ ] Attend training on

[ ] Invited as keynote/plenary speaker/resource person

[ ] Others (specify) \_\_\_\_\_

**If presenting a paper:**

Title of Paper: Best Practices and Challenges in BMIS Implementation: The Visayas State University Experience

Author (s): Merry Jean A. Caparas; Lilian B. Nuñez; Saloma B. Gisulga; Melodina P. Edullantes; Randy G. Omega; Ian Dave B. Custodio

The paper is derived from:

**[✓] Research conducted by faculty recognized by OVPRE**

☐ sole researcher

☐ part of research team:

☐ program leader ☒ project leader ☐ study leader

☐ co-project leader ☐ co-study leader ☐ project staff

**Title of Project/Study:**

**☐ Thesis/Dissertation of the presenter**

☐ PhD/EdD dissertation

☐ Master's thesis

☐ Undergraduate thesis

**Title of Thesis/Dissertation:**

**☐ Student thesis which is part of the faculty's research project recognized by OVPRE**

Title of research project of faculty-adviser:

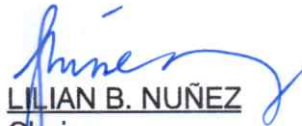
**If attending to earn CPD points**, is the conference or the organizers accredited to grant CPD points?


☐ Yes ☐ No

If yes, indicate name of accrediting agency/organization:

Recommended by:

**DEPARTMENT PERSONNEL COMMITTEE:**

  
LILIAN B. NUÑEZ  
Chairman

  
GINA A. DELIMA  
Member

MARIA AURORA TERESITA W. TABADA  
Member

  
ERNESTO A. GONZAGA JR.  
Member

Endorsed by:

MOISES NEIL V. SERIÑO  
Dean

Recommending Approval:

\_\_\_\_\_  
Chairman, VSFC-AS

Approved by:

EDGARDO E. TULIN  
President



**Supporting Documents to be Attached (Please check column "Attached" of travel category)**

Supporting documents	OB to Present a Paper		Attendance to training		Attendance to Earn CPD Points, with paper to present		Attendance to Earn CPD Points, No paper to present		On Leave/ Educational Tour to Present a Paper	
	Required	Attached	Required	Attached	Required	Attached	Required	Attached	Required	Attached
1. Invitation letter/announcement	/		/		/		/		/	
2. Acceptance letter for paper presentation	/				/				/	
3. Abstract of paper to be presented	/				/				/	
4. CHED Endorsement, if held in the Philippines *	/		/		/		/			
5. Information sheet/flyer/ bulletin containing description of the host/ organizer/sponsor	/		/		/		/		/	
6. Photocopy of Transmittal/Approval Sheet (if to present thesis or dissertation)	/				/				/	
7. Certification of Research Conducted from OVPRE	/				/				/	
8. Proof of Accreditation to Grant CPD Points					/		/			
9. Arrangements for Classes Missed (OVPI Form No. 12)	/		/		/		/		/	
10. CHED-IAS Form 15 Annex B SUC Evaluation Form for the Necessity of FT for SUCs.xls- IAS Form 15 Annex B_SUC Evaluation Form for the Necessity of FT for SUCs.	/		/							
11. Certificate of Collegial Critiquing	/								/	
12. Itinerary of travel (if ask financial assistance)	/		/							

\*For events sponsored/organized by private organizations/societies