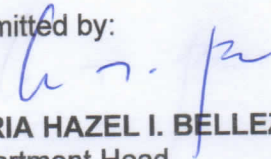




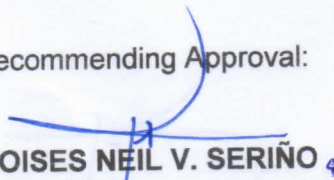
**ACCOMPLISHMENT REPORT**  
**[January 1-31, 2023]**

1. Signed/Approved office-related/student concern documents (i.e., travel order, time log appeals, DTR, leave applications, clearance, letter requests for office maintenance, completion of grades, etc.)
2. Signed: a) Renewal for instructor position of Mr. IDB Custodio and Mr. KJA Galvez;  
b) Appointment of Dr. MNV Serio as Project Leader of different RDE projects
3. Made a Letter-Request:
  - a. To recall the services of Ms. Babylyn C. Lambert for this second semester;
  - b. To hire 3 Instructor positions to fill-in the vacant slots of three retired-faculty;
4. Checked/Submitted Individual IPCR of DOE Faculty
5. Submitted an e-file and hard copy of the DOE Annual Report to CME Office
6. Conducted/Attended meetings
  - a. January 6 Meeting/Consultation/Votation for College Dean (with OVPA)
  - b. January 9 Meeting/Consultation/Votation for Dept. Head (with CME)  
Virtual Consultation for GS Dean
  - c. January 11 Virtual Orientation and Workshop (Gmail/Microsoft)  
CME Execcom Meeting
  - d. January 12 GS Meeting
  - e. January 20 DOE Meeting
  - f. January 23 CME Execcom Meeting;  
VSU CAT Preparation (c/o ZMHC)
  - g. January 25 DOE Thanksgiving Party

Submitted by:

  
**MARIA HAZEL I. BELLEZAS**  
Department Head

Recommending Approval:

  
**MOISES NEIL V. SERIO**  
Dean, CME

Approved:

**BEATRIZ S. BELONIAS**  
Vice President for Academic Affairs

**Vision:**  
**Mission:**

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.