



6 December 2022

**To Whom This May Concern:**

Attached is a document of Mr. Charlie S. Andan grantee under the Scholarship for Graduate Studies – local grant of CHED for his Reentry Action Plan and Return Service Agreement in two copies for signature of Dr. Edgardo E. Tulin the university president, Ms. Honey Sofia V. Colis the OIC- Director of ODHRM and Dr. Beatriz S. Belonias the chair of the Faculty Scholarship Committee.

Please return the said document to our department when this document is signed by the above signatures.

Thank you so much.

Very truly yours,

  
**LORNA B. ABAMO**

dDRC, Department of Meteorology

**REENTRY ACTION PLAN AND RETURN SERVICE AGREEMENT**  
(Local Scholarship)

KNOW ALL MEN BY THESE PRESENTS:

This Return Service Agreement is made and entered into this November 25, 2022 in Baybay City, Philippines by and between:

The VISAYAS STATE UNIVERSITY, a higher education institution with principal office at Visca, Baybay City, Leyte represented herein by its head, DR. EDGARDO E. TULIN and hereinafter referred to as "SHEI";

- and -

CHARLIE S. ANDAN of legal age, Filipino and residing at Brgy. Patag, Baybay City, Leyte hereinafter called the "NOMINEE".

WITNESSETH:

**WHEREAS**, the *Sending Higher Education Institution (SHEI)*, in need of improving the qualifications of its faculty, is ready, able and willing to send its faculty for full-time graduate degree study (local) in any of the delivering higher education institutions (DHEIs) identified by the Commission on Higher Education (CHED).

In line with CHED Memorandum Order No. 3, series of 2016, and for and in consideration of the actual financial support for the duration of the scholarship benefits which will be released to the NOMINEE contingent upon his/her acceptance to the GRADUATE SCHOLARSHIP FOR FACULTY AND STAFF UNDER THE CHED K TO 12 TRANSITION PROGRAM and the DHEI, the SHEI shall allow the NOMINEE to pursue studies on a full-time basis leading to MS in Meteorology (Degree and Program) at the University of the Philippines - Diliman (DHEI) for a duration of four (4) Semester(s) commencing on February 7, 2021 subject to the following **terms and conditions**:

**A. Obligations of the SHEI**

The SHEI shall:

1. Allow the NOMINEE to pursue graduate studies in the said DHEI in support of its own institutional development plan, and in view of improving the quality of instruction and contributing to local, regional and national development;
2. Support the implementation of the NOMINEE's REENTRY ACTION PLAN, herein enclosed as Annex "A";
3. Ensure that the NOMINEE is properly compensated for his/her return service, according to the policies of the institution;

4. Be in charge of monitoring the return service and inform the Commission annually of the status of the same;
5. Send CHED a written notice affirming the completion of the obligation, so that CHED can issue a Certificate of Completion to the NOMINEE/ SCHOLAR and relieve him/her of all obligations under the grant; and
6. Be in charge of collecting payment obligation from the NOMINEE if he/she fails to fulfill the terms of the scholarship and this Agreement and is so ordered by CHED.

#### **B. Obligations of the NOMINEE**

The NOMINEE shall:

1. Return to the SHEI and render return service on the semester immediately following completion of the degree;
2. Render return service to the SHEI in the form of teaching, research or extension;
3. Ensure the proper implementation of his/her REENTRY ACTION PLAN, herein enclosed as Annex "A";
4. Render return service following at least a 1:1 ratio, as follows:
  - one year of service for every year of the scholarship for new degrees;
  - a duration proportional to the period of his/her graduate studies covered by the scholarship for ongoing studies; and
  - one year of service for Thesis/Dissertation Grant;
5. Seek written clearance from CHED prior to traveling abroad for personal or official reasons while the scholarship and this Agreement is still in force; and
6. Fulfill the payment obligation or other rules and regulations to be duly imposed by the Commission in case he/she fails to fulfill the return service obligation.

**IN WITNESS WHEREOF**, the parties hereto, through their respective representatives, have hereunto set their hands this 25th day of November, 2022, Baybay City, Leyte, Philippines.

**SHEI**

  
**EDGARDO E. TULIN, Ph.D.**  
President/Head

**NOMINEE**

  
**CHARLIE S. ANDAN**  
Faculty

Signed in the presence of:

**Witness:**

  
**HONEY SOFIA V. COLIS**  
OIC-Director, ODHRM

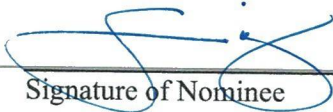
**Witness:**

  
**BEATRIZ S. BELONIAS**  
Chairman, Scholarship Committee



Annex "A"  
CHED K to 12 Transition Program  
Scholarships for Graduate Studies for Faculty and Staff Development  
**Reentry Plan Template**

<b>NAME OF APPLICANT</b>	CHARLIE S. ANDAN
<b>Degree Program</b>	MS in Meteorology
<b>Name and Address of SHEI</b>	VISAYAS STATE UNIVERSITY Visca, Baybay City Leyte
<b>Type of Grant Applied For</b>	CHED K-12 Transition Program Scholarship
<b>Name and Address of Prospective DHEI</b>	UNIVERSITY OF THE PHILIPPINES – DILIMAN Quezon City, Metro Manila
<b>Timeframe Designation/Status</b>	Expected Entry: 2 <sup>nd</sup> Semester AY 2019-2020 Instructor I
<b>Context</b>	<p><i>(What information and insights will you be able to contribute to your prospective HEI as a result of the grant, and by what means?)</i></p> <p>Current Needs:</p> <ol style="list-style-type: none"> <li>The Philippine Government has identified Meteorology program in Visayas State University (VSU) among the priority programs to offer a new degree course BS Meteorology.</li> <li>There is need to develop competent instructor or professors of Meteorology in VSU.</li> <li>Establishment of the undergraduate degree and curriculum.</li> <li>Construction and installation of the equipment and devices for the laboratory and research purposes.</li> </ol>
<b>Objectives</b>	<p><i>(Give three (3) objectives you intend to accomplish as a result of the grant in terms of contribution to your Sending HEI?)</i></p> <p><i>(Objectives must be <b>specific, measurable, achievable, relevant, and time-bound (SMART)</b>).</i></p> <ul style="list-style-type: none"> <li>To conduct relevant studies and research in the field of Meteorology specifically Operational Weather Forecasting that would lead to the better understanding of the field.</li> <li>To develop new methods and techniques in forecasting/prediction and dissemination of information regarding natural calamities especially typhoon.</li> <li>To provide quality education and instruction in the field of Meteorology</li> </ul>
<b>Outcomes</b>	<p><i>(What outcomes do you expect to observe within the given frame time in terms of your contribution to your SHEI?)</i></p> <ul style="list-style-type: none"> <li>Establishment of research laboratory capable of</li> </ul>

	observing the atmosphere, archive of important data and accessing such data. • Extend the basic education of Meteorology to the general public. • Publish research articles and journals both local and international
 Signature of Nominee	November 25, 2022 Date

I hereby certify that the above information is true and correct, and that Visayas State University has committed to the above reentry plan for Charlie S. Andan.

  
DR. JANNET C. BENCURE  
 Name and Signature of Dean

VISAYAS STATE UNIVERSITY - MAIN  
 Name of School/College in SHEI

## ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES )  
CITY OF BAYBAY CITY, LEYTE ) s.s

04 JAN 2023

BEFORE ME, a Notary Public for and in Baybay City, Leyte on November 25, 2022,  
personally appeared the following, to wit:

Name	Valid ID/Passport Number	Date & Place Issued
EDGARDO E. TULIN, Ph.D	V000522	VSU, Baybay City, Leyte
CHARLIE S. ANDAN	V00929	VSU, Baybay City, Leyte

KNOWN TO ME to be the same persons who executed the foregoing Scholarship Contract consisting of  
\_\_\_ pages including this page and acknowledged to me that the same is their own free act and deed.




WITNESS MY HAND AND SEAL on this \_\_\_ day of 04 JAN 2023 2022

**ATTY. RYSAN C. GUINOCOR**

Notary Public  
Until December 31, 2023  
PTR No. 6588834- Baybay, Leyte- 1/18/2022  
IBP No. 177903- Tacloban City- 02/11/2022  
Roll of Attorneys No. 57467  
MCLE No. VII-0022195- 04/14/2025  
Visca, Baybay City, Leyte


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Page No. 78  
Book No. XXXIX  
Series of 223

**VISAYAS STATE UNIVERSITY**  
 Visca, Baybay City, Leyte 6521 PHILIPPINE






**I.D. Number: V00929**  
 Date Issued: September 12, 2016

**CHARLIE S. ANDAN**  
 INSTRUCTOR I  
 Dept. of Engineering Sciences & Meteorology

  
 EDGARDO E. TULIN, Ph.D.  
 President

**VISAYAS STATE UNIVERSITY**

TIN <b>323-710-819</b>	BLOOD TYPE <b>"A"</b>
HOME ADDRESS <b>Prk. Narra Brgy. Tabungon, Kabankalan City, Negros Occidental</b>	
THIS CARD IS ISSUED BY THE VISAYAS STATE UNIVERSITY FOR THE OFFICIAL USE OF THE CARD HOLDER WHOSE SIGNATURE APPEARS BELOW	
PLACE OF ISSUE <b>VSU, Visca, Baybay City Leyte</b>	
IN CASE OF EMERGENCY, PLEASE NOTIFY:	
NAME	<b>Mrs. Azucena S. Andan</b>
ADDRESS	<b>Prk. Narra Brgy. Tabungon, Kabankalan City, Negros Occidental</b>
TEL. CEL NO.	<b>09479423238</b>
 Signature of Card Holder	

