

Office of the President

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES

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6 June 2018

MEMORANDUM NO. 246
Series of 2018

T O: All Concerned

R E: Working Committees for the in-coming on-site assessment of VSU under PRIME- HRM of the Civil Service Commission

The assessment for VSU to achieve Level 2 Status under the enhanced PRIME-HRM has been scheduled any time this month (June). To ensure the success of the upcoming assessment, the following working committees are hereby created to make preparations and conduct self-assessment to assure that all the indicators and evidences of compliance in the four HR areas under Level 1 and 2 are fully complied with:

1. Over-all Coordination:

Dr. Remberto A. Patindol - Chairperson

Dr. Beatriz S. Belonias - Vice Chairperson

Dr. Othello B. Capuno - Member
Dr. Dilberto O. Ferraren - Member
Dr. Lourdes B. Cano - Member

Ms. Teresita L. Quinanola - Member

2. Compliance to HR Areas & Ensurance of Availability/Completeness of Evidences as to Systems, Practices and Competence of Personnel Involved

a. Recruitment, Selection and Placement (Faculty)

Dr. Beatriz S. Belonias - Chairperson
Dr. Lourdes B. Cano - Vice Chairperson

Dr. Othello B. Capuno - Member
Dr. Victor B. Asio - Member
Dr. Feliciano B. Sinon - Member

Dr. Moises Neil V. Seriño - Member Prof. Ernesto Bulayog - Member Ms. Teresita L. Quinanola - Member

b. Recruitment, Selection and Placement (Administrative Staff)

Dr. Remberto A. Patindol - Chairperson

Dr. Lourdes B. Cano - Vice Chairperson

Ms. Teresita L. Quinanola - Member Atty. Rysan C. Guinocor - Member Prof. Francisco G. Gabunada Jr.- Member

Ms. Myrna Pancito - Member Ms. Elsa M. Umpad - Member

Ms. Gilda Nayre - Member Ms. Epifania Tudtud - Member

Ms. Lourdes C. Managbanag - Member Ms. Felicisima P. Israel - Member



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c. Learning and Development (Faculty)

Dr. Beatriz S. Belonias Chairperson Dr. Lourdes B. Cano Vice Chairperson Dr. Othello B. Capuno Member Dr. Victor B. Asio Member Dr. Anabella B. Tulin Member Dr. Candelario L. Calibo Member Prof. Ernesto Bulayog Member Ms. Erlinda S. Esguerra Member Mr. John Allan A. Gulles Member Ms. Jennifer E. Ando Member Ms. Ma. Fe. L. Gayanilo Member

d. Learning and Development (Administrative Staff)

Dr. Remberto A. Patindol - Chairperson

Dr. Lourdes B. Cano - Vice Chairperson

Ms. Asteria A. Sevilla - Member
Atty. Rysan C. Guinocor - Member
Prof. Francisco G. Gabunada Jr.- Member
Ms. Andreli D. Pardales - Member
Ms. Marwen A. Castaneda - Member
Ms. Corazon U. Nuevo - Member

e. Performance Management

Dr. Remberto A. Patindol - Chairperson

Dr. Lourdes B. Cano - Vice Chairperson

Dr. Dilberto Ferraren - Member
Dr. Othello B. Capuno - Member
Dr. Beatriz S. Belonias - Member
Atty. Rysan C. Guinocor - Member
Ms. Louella C. Ampac - Member
Ms. Miriam dela Torre - Member
Ms. Maria Roberta M. Miraflor- Member

Ms. Lilibeth Pagalan - Member

f. Rewards and Recognition

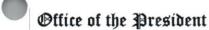
Dr. Othello B. Capuno - Chairperson

Dr. Lourdes B. Cano - Vice Chairperson

Prof. Franciso G. Gabunda Jr. - Member Atty. Rysan C. Guinocor - Member Ms. Louella C. Ampac - Member Ms. Marwen A. Castaneda - Member Dr. Dilberto Ferraren - Member Ms. Teresita L. Quinanola - Member Ms. Connel Antipaso - Member

3. Review and Enhancement of Existing computer Systems, Data bases and use of technology





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Prof. Winston Tabada - Chairperson
Dr. Dilberto O. Ferraren - Vice Chairperson

Mr. Toni Marc Dargantes - Member
Mr. Norman Villas - Member
Mr. Michael Anthony Jay Regis - Member

4. Point persons in Review and Updating of complied evidences

a. Recruitment, Selection & Promotion

Ms. Teresita L. Quinanola - Chairperson, RSP (faculty & staff)
Ms. Epifania Tudtud - Vice-Chairperson, RSP (Staff)
Ms. Lourdes C. Managbanag - Member, RSP (faculty & staff)
Ms. Felicisima Israel - Member, RSP (faculty & staff)

b. Learning and Development (Faculty)

Ms. Jennifer Ando - Chairperson, L & D (faculty)

Ms. Ma. Fe Gayanilo - Member

c. Learning and Development (Staff) & Rewards & Recognition

Ms. Asteria A. Sevilla - Chairperson, L & D (staff) and Rewards &

Recognition

Ms. Marwen Castaneda - Member (L & D, Staff)
Ms. Andreli Pardales - Member (L & D, staff)
Ms. Louella C. Ampac - Member (R & R)

Atty. Rysan Guinocor - Member (R & R)

d. Performance Management

Ms. Miriam dela Torre - Chairperson, Performance Management

Ms. Lilibeth Pagalan - Member

 Conduct of Reorientation among Department Personnel Committees, Personnel Boards, Scholarship Committees, PMT Members and PRAISE Committee of existing policies and their roles and functions

Dr. Lourdes B. Cano - Chairperson

Ms. Jennifer Ando - Vice Chairperson

Ms. Teresita L. Quinanola - Member
Ms. Epifania Tudtud - Member
Ms. Miriam dela Torre - Member
Ms. Ma. Fe L. Gayanilo - Member
Ms. Maria Roberta Miraflor - Member

Dr. Patindol is requested to convene all chairpersons and members of the above-listed committees as soon as possible.

Please be guided accordingly.

EDGARDO E. TULIN