

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

APPROVED
MINUTES OF THE 36th (REGULAR) MEETING OF THE VISCA BOARD
OF TRUSTEES HELD ON SEPTEMBER 30, 1980, AT THE
OMEC CONFERENCE ROOM, MEC METRO MANILA

DECISIONS/AGREEMENTS MADE BY THE BOARD OF TRUSTEES

7. RESOLUTION NO. 40, s. 1980

ITEMS

PAGE

1. RESOLUTION NO. 34, s. 1980

Approving in toto the provisions for the
appointment of graduate faculty for implementation
of the graduate degree programs of VISCA ...

3 7

2. RESOLUTION NO. 35, s. 1980

Approving the application fee of ₱10.00 for
Filipino applicants and \$10.00 for foreign ap-
plicants for admission to the VISCA graduate
studies, ...

4 8

3. RESOLUTION NO. 36, s. 1980

Approving the research overhead cost, particularly
the provisions for (a) basic administrative support for
research per department not exceeding ₱5,000 for personal
services and ₱3,000 for MOE; (b) requirements for

4 9

4. RESOLUTION NO. 37, s. 1980

Approving the provisions for the payment of
honorarium to resource persons/consultants at the
rate of from ₱400.00 to ₱800.00 per actual working
day, but not to exceed the aggregate sum of ...

5

5. RESOLUTION NO. 38, s. 1980

Noting the agreement made between VISCA and
EDPITAF, represented by Dr. F. A. Bernardo and
Dr. Augusto L. Tenmatay, respectively, that VISCA
shall undertake the direct management and supervision
of all the building construction projects included
in the Fourth Educational Loan with World Bank
support and ...

6

APPROVED
MINUTES OF THE 36th (REGULAR) MEETING OF THE VISCIA BOARD
OF TRUSTEES HELD ON SEPTEMBER 30, 1980, AT THE
OMEC CONFERENCE ROOM, MEC METRO MANILA
- 2 -

Present:

6. RESOLUTION NO. 39, s. 1980

Hon. Abraham I. Felipe

Chairman

Deputy Chairman

Approving the proposed contract between VISCIA and Arch. Augusto E. Banez (and noting his biodata, Appendix F), regarding the design of a low-cost cooking student dormitory complex and authorizing the payment of six percent architect's fee for ...

President

6

7. RESOLUTION NO. 40-A, s. 1980

Mr. Confirming the appointments of personnel

(see M. Lawas)

Chief

7

8. RESOLUTION NO. 40-B, s. 1980

NEDA, CB, Pasay City

Approving the promotion in rank and salary of the following, based on established policies of the Civil Service and VISCIA:

MEC Officer for State

7

9. RESOLUTION NO. 40-C, s. 1980

MEC, Metro Manila

Noting the permanent appointment of Mr. Gilberto A. Israel as Accounting Clerk I effective August 15, 1980, subject to Civil Service rules and ...

8

10. RESOLUTION NO. 41, s. 1980

Prof. Andres F. Duran

Secretary

College Secretary

Approving instead of the College President's recommendation, an increase in the honorarium of the VISCIA College Secretary from ₱250.00 to ₱350.00 per month, the increase being equivalent to ₱300.00 per quarterly board meeting, ...

meeting to order at 1:34 p.m.

9

I. Approval of the Minutes of the Previous Meeting:

The minutes of the Board meeting held last July 14, 1980, were approved after the following corrections were made:

Page 4, line 13—the phrase "provided that a provision be included" was deleted; line 14—"thereto" was inserted between "amendments" and "may".

II. Matters Arising from the Approved Minutes:

None.

APPROVED
MINUTES OF THE 36th (REGULAR) MEETING OF THE VISCA BOARD
OF TRUSTEES HELD ON SEPTEMBER 30, 1980, AT THE
OMEC CONFERENCE ROOM, MEC METRO MANILA

Present:

Hon. Abraham I. Felipe
Deputy Minister of Higher
Education
MEC, Metro Manila

Chairman

Hon. F. A. Bernardo
President
VISCA, Baybay, Leyte

Vice Chairman

Mr. Catalino S. Boquiren (Represented Dr. Jose M. Lawas)
Chief
Social Development Division
NEDA, CB, Pasay City

Dr. Vedasto G. Suarez
Asst. Secretary and
MEC Officer for State
Colleges and Universities
MEC, Metro Manila

SCU-MEC Representative

Mr. John Inlan
PASUC Coordination Office
Metro Manila

SCU-MEC Representative

Prof. Andres F. Duatin
College Secretary
VISCA, Baybay, Leyte

Secretary

Dr. Abraham I. Felipe, the Chairman, called the
meeting to order at 1:34 p.m.

1 I. Approval of the Minutes of the Previous Meeting:

2 The minutes of the Board meeting held last July 14, 1980,
3 were approved after the following corrections were made:

4 Page 4, line 13--the phrase "provided that a provision
5 be included" was deleted; line 14--"thereto" was inserted between
6 "amendments" and "may".

7 II. Matters Arising from the Approved Minutes:

8 None.

1 III. Report of the College President:

2 The report of the College President consisted of the
3 1980 quarterly progress reports for the first, second and
4 third quarters, supplementary information about student affairs,
5 library services, and land acquisition data.

6 The quarterly progress reports were in tabulated form
7 for easy reading but Dr. F. A. Bernardo, the College President,
8 had to explain some of the salient points for emphasis, parti-
9 cularly on the following:

10 1. Staff Development Program. The VISCA staff devel-
11 opment program has been implemented on schedule, except the
12 non-degree development program due to difficulty in getting
13 Malacañang approval.

14 2. Information and Communication Services. VISCA
15 successfully implemented the information and communication ser-
16 vices program through publications in English and Cebuano dialect.

17 3. Training Programs. The training programs have been
18 implemented as scheduled for the rural women and other clientele.

19 4. Research and Development. All programs on research
20 and development have been successfully undertaken. As a matter
21 of fact, a new research complex, with USAID support, will be
22 constructed sometime in October or November this year to augment
23 VISCA's research facilities.

24 5. Agricultural Loan III. PCARR and USAID, recognizing
25 VISCA's capabilities in research, have included VISCA in the
26 forthcoming USAID Agricultural Loan III, to support the College's

research development programs in Fishery and Forestry. VISCA is busy preparing the proposals for said programs.

6. Delayed Completion of Building Construction.

Pres. Bernardo underscored the delayed completion of building construction as a major problem. Because of this delay, the College President has effected the proposed transfer of responsibility in the supervision of the constructions by signing a memo of agreement with EDPITAF.

7. Funds for Staff Houses and Dormitories. Funds for the construction of some more staff houses and dormitories for college students have been earmarked for 1981. Construction may start as early as January next year.

IV. Policy Matters:

A. Provisions for the Appointment of Graduate Faculty

Provisions for the appointment of graduate faculty members which include the status of appointment, minimum academic qualifications and general guidelines and procedural steps in the appointment of graduate faculty (Appendix A), were presented for Board action.

On motion duly seconded, the Board passed:

RESOLUTION NO. 34, s. 1980

Approving in toto the provisions for the appointment of graduate faculty for implementation of the graduate degree programs of VISCA, as stipulated in the proposal (Appendix A), effective the second semester, SY 1980-1981.

Approved

1 B. Application Fee for Admission to the ViSCA Graduate
2 Studies

3 It was proposed to charge an application fee of ₱10.00
4 from Filipino applicants and \$10.00 from foreign applicants
5 for admission to the ViSCA graduate studies effective next
6 school year, 1981-82 (Appendix B).

7 On motion duly seconded, the Board passed:

8 RESOLUTION NO. 35, s. 1980

9 Approving the application fee of ₱10.00
10 for Filipino applicants and \$10.00 for foreign
11 applicants for admission to the ViSCA graduate
12 studies, effective not earlier than the first
13 semester, SY 1981-1982 (Appendix B).

14 Approved

15 C. Research Overhead Cost

16 The proposed research overhead cost provides basic
17 administrative support for research per department, parti-
18 cularly for personal services and maintenance and operating
19 expenses for the preparation of research project proposals and
20 actual research operation expenses (Appendix C).

21 On motion duly seconded, the Board passed:

22 RESOLUTION NO. 36, s. 1980

23 Approving the research overhead cost, parti-
24 cularly the provisions for (a) basic administrative
25 support for research per department not exceeding
26 ₱5,000 for personal services and ₱3,000 for MOE;
27 (b) requirements for availment; (c) bases for
28 additional fund requirement; (d) financial support
29 for the preparation of project development, amounting
30 to ₱1,000 (Appendix C).

31 Approved

1 D. Honoraria for Resource Persons/Consultants

2 The proposed honoraria for resource persons/consultants
3 that may be hired by ViSCA ranges from ₱400 to ₱800 per actual
4 working day, including one round-trip transportation expenses,
5 and food and accommodation (Appendix D).

6 On motion duly seconded, the Board passed:

7 RESOLUTION NO. 37, s. 1980

8 Approving the provisions for the payment
9 of honorarium to resource persons/consultants at
10 the rate of from ₱400.00 to ₱800.00 per actual
11 working day, but not to exceed the aggregate sum
12 of ₱12,000.00 per year, to include one (1) round
13 trip transportation expenses; and food and accom-
14 modation, subject to availability of funds for the
15 special budget and COA rules and regulations
16 (Appendix D).

17 Approved

18 V. Administrative Matters:

19 A. Memorandum of Agreement Between EDPITAF and ViSCA

20 As mentioned earlier, ViSCA and EDPITAF signed a
21 memorandum of agreement stipulating that the former shall
22 undertake the direct management and supervision of all the
23 ViSCA building construction projects included in the Fourth
24 Educational loan with the World Bank and for the latter to
25 transfer the unexpended amounts of obligation for the same
26 purpose (Appendix E).

27 On motion duly seconded, the Board passed:

28 RESOLUTION NO. 38, s. 1980

29 Noting the agreement made between ViSCA and
30 EDPITAF, represented by Dr. F. A. Bernardo and

1 Dr. Augusto L. Tenmatay, respectively, that ViSCA
2 shall undertake the direct management and supervision
3 of all the building construction projects included
4 in the Fourth Educational Loan with World Bank support
5 and the EDPITAF shall transfer to ViSCA the unexpended
6 amounts of obligations for the same purpose, (Appendix E),
7 with the suggestion that legal advice be sought to make
8 sure that ViSCA is not liable in case the projects are
9 not completed with the amount of funds left.

10 Noted

11 B. Contract with Architect Augusto E. Bañez

12 The proposal recommended that ViSCA shall engage the
13 services of Architect Augusto E. Bañez to design a low-cost
14 cooking student dormitory and that the President be authorized
15 to pay the architect six percent architect's fee for his services.
16 His biodata as an architect was also presented for the Board's
17 perusal, (Appendix F).

18 On motion duly seconded, the Board passed:

19 RESOLUTION NO. 39, s. 1980

20 Approving the proposed contract between
21 ViSCA and Arch. Augusto E. Bañez (and noting his
22 biodata, Appendix F), regarding the design of a
23 low-cost cooking student dormitory complex and
24 authorizing the payment of six percent architect's
25 fee for his services as stipulated in the contract,
26 subject to availability of funds and COA rules and
27 regulations.

28 Approved

29 C. Appointments

30 The appointment of ten (10) faculty/staff members was
31 presented for confirmation (Appendix G), following ViSCA's
32 established criteria for appointments.

On motion duly seconded, the Board passed:

RESOLUTION NO. 40-A, s. 1980

Confirming the appointments of:

1. Engr. Herminia C. Tanguilig as Instructor at ₱14,532.00 p.a.
2. Ms. Corazon B. Batoy as Asst. Prof. at ₱18,636.00 p.a.
3. Ms. Gloriosa C. Guinocor as Instructor at ₱11,328.00 p.a.
4. Ms. Rosela I. Gementiza as Instructor at ₱11,328.00 p.a.
5. Mr. Candelario L. Calibo as Asst. Instructor at ₱10,776.00 p.a.
6. Mr. Nereo L. Garcia as Asst. Instructor at ₱10,776.00 p.a.
7. Dr. Emma S. Data as Asso. Prof. at ₱25,116.00 p.a.
8. Ms. Anabella T. Bautista as Instructor at ₱11,328.00 p.a.
9. Mr. Rico O. Cruz as (Res) Instructor at ₱11,328.00 p.a.
10. Ms. Luz M. Maureal as (Res) Asst. Instructor at ₱10,776.00 p.a.

All to take effect as appointed (Appendix G), subject to other requirements and attestation of the Civil Service.

Confirmed

D. Promotion

Six (6) members of the VISCA personnel were recommended for promotion in rank and salary, following the VISCA established criteria for meritorious award/promotion, to take effect as indicated (Appendix G).

On motion duly seconded, the Board passed:

RESOLUTION NO. 40-B, s. 1980

Approving the promotion in rank and salary of the following, based on established policies of the Civil Service and VISCA:

1. Mr. Dominador A. Lauzon, Jr. from Property Custodian II to Property Custodian III at ₱12,516.00 p.a.

- 1 2. Mr. Manuelito C. Pala from Inventory Clerk II
- 2 to Property Custodian II at ₱10,260.00 p.a.
- 3 3. Mr. Melchor G. Abayabay from Clerk I to Clerk II
- 4 at ₱7,992.00 p.a.
- 5 4. Ms. Rosela T. Bandalan from Clerk I to Clerk II
- 6 at ₱7,992.00 p.a.
- 7 5. Ms. Lourdes B. Cano from Clerk I to Clerk II
- 8 at ₱7,992.00 p.a.
- 9 6. Ms. Milagros C. Yu from Clerk I to Clerk II at
- 10 ₱7,992.00 p.a.

11 All to take effect as appointed (Appendix G),
 12 subject to other requirements and the attestation of
 13 the Civil Service.

14 Approved

15 E. Permanent Appointment

16 Mr. Gilberto A. Israel, Accounting Clerk I, was
 17 recommended for permanent appointment effective August
 18 15, 1980 (Appendix G).

19 On motion duly seconded, the Board passed:

20 RESOLUTION NO. 40-C, s. 1980

21 Noting the permanent appointment of
 22 Mr. Gilberto A. Israel as Accounting Clerk I
 23 effective August 15, 1980, subject to Civil
 24 Service rules and regulations, (Appendix G).

25 Noted

26 F. Honorarium for the Board Secretary

27 Dr. F. A. Bernardo, College President, recommended
 28 that the ViSCA Board Secretary, Prof. Andres F. Duatin, be
 29 given honorarium at ₱300.00 per Board meeting he attends,
 30 effective immediately.

31 On motion duly seconded, the Board passed:

32 RESOLUTION NO. 41, s. 1980

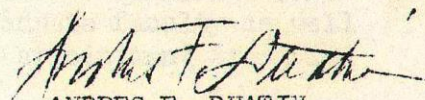
33 Approving instead of the College President's

1 recommendation, an increase in the honorarium
 2 of the VISC College Secretary from ₱250.00
 3 to ₱350.00 per month, the increase being
 4 equivalent to ₱300.00 per quarterly board
 5 meeting. This increase is effective immediately,
 6 subject to COA rules and regulations. The Board
 7 took note of the fact that the Board Secretary
 8 does a lot of preparatory work for the Board
 9 meetings and had to continue his work even after
 10 the Board meetings.

11 Approved

There being no other matter for discussion, the
 Chairman adjourned the Board meeting at 2:10 p.m.

Certified True and Correct:


 ANDRES F. DUATIN
 Secretary

Attested:

(SGD.) HON. ABRAHAM I. FELIPE
 Chairman

APPOINTMENT OF GRADUATE FACULTY FOR
IMPLEMENTATION OF THE MASTERAL
DEGREE PROGRAMS OF VISCA

I. Status of Appointment

1. Temporary - This appointment is renewable by semester or by school year depending on actual need for the services of the staff. It is given to:
 - a) Visiting professors, consultants, and affiliate staff from other entities (not under VISCA) whose academic qualifications satisfy the minimum requirements for graduate faculty as specified below.
 - b) Regular staff of the College whose academic qualifications satisfy the prescribed minimum requirements ~~but who other-~~
~~wise do not satisfy the teaching experience at college level.~~
2. Permanent - To be given a permanent appointment are regular faculty members of the College whose academic qualifications satisfy the minimum requirements for graduate faculty as well as the other requirements for permanent appointment specified in the VISCA Code.

II. Minimum Academic Qualifications

1. As a teaching graduate faculty
 - a) Masteral degree holder
 - b) One year teaching experience at college level with a "very satisfactory" teaching performance rating. The one-year teaching experience may be waived for staff members to be given a temporary appointment.
2. As a graduate teaching faculty and research adviser
 - a) The above requirements for a teaching faculty
 - b) Compliance with any one (1) of the following:
 1. Served as senior thesis adviser of at least 8 undergraduate students in VISCA
 2. Served as senior thesis adviser of at least 3 graduate students in other institutions before joining VISCA
 3. Published a professional book or a chapter of the later, or technical bulletin or four scientific papers (other than his thesis). The later should have been published in technical or professional journals

4. Appropriate combinations of the above requirements e.g. published two technical papers, advise four undergraduate thesis students and two graduate students.

III. General Guidelines and Procedural Steps in the Appointment of Graduate Faculty

1. Only staff members who shall be assigned to teach graduate courses and/or advise thesis students are considered for appointment.
2. The head of the department where the academic staff will teach courses or advise thesis students makes the recommendation, making sure that the prescribed minimum requirements are met. In case the staff member is connected with another department or office, the department head making the recommendation must first get the written permission of the recommendee's supervisor. Said written permission will be attached to the recommendation papers.
3. The Officer-in-Charge of the Graduate Studies reviews the recommendation for indorsement to the College President.
4. The President takes final action of the recommendation. If approved, he issues the appointment stating the duration (one semester or 1 school year) if temporary.

RESEARCH OVERHEAD COST

APPENDIX B

A. Basic Administrative Support for Research per Department

1. Basic Overhead Cost

APPLICATION FEE FOR ADMISSION TO THE VISCA GRADUATE STUDIES	
Personal Services	₱ 5,000
Maintenance & Operating Expenses	3,000
Total	<u>₱ 8,000</u>

2. Requirements for Availment

- 2.1 **It is proposed to charge an application fee of ₱10.00 from Filipino applicants and \$10.00 from foreign applicants for admission to the VISCA graduate studies effective next school year, SY 1981-1982.**
- 2.2 **The total direct cost should not be less than ₱160,000.**
- 2.3 **The duration of the research project/study should be at least six months.**

As in most universities/colleges, it is necessary to charge an application fee to defray the expenses for office supplies, postage, and services involved in processing

B. Bases for Additional Fund Requirement

application papers for admission to the VISCA graduate studies. Additional budget may be provided under the following conditions:

1. Wage for driver for departments with four-wheeled motor vehicles (if no regular driver)
2. Additional maintenance and operating expenses for research projects costing more than ₱160,000 equivalent to 5% of the excess.

Proponent:

C. Provision for Project Development, particularly preparation of research project proposal.

Personal Services

Maintenance and Operating Expenses

₱ 750

DR. EMILIANA N. BERNARDO
Director of Instruction and
Concurrently Chairman of
the VISCA Graduate Studies

With this support, the department is expected to produce and submit for funding at least two research project proposals. Failure to meet this requirement should be sufficient cause for denial of similar support during the succeeding year.

RESEARCH OVERHEAD COST

A. Basic Administrative Support for Research per Department

1. Basic Overhead Cost

Personal Services	₱ 5,000
Maintenance & Operating Expenses	<u>3,000</u>
Total	<u>₱ 8,000</u>

2. Requirements for Availment

- 2.1 The department must have at least two project leaders or two study leaders under different projects with ongoing projects during the budget year.
- 2.2 The total direct cost should not be less than ₱160,000.
- 2.3 The duration of the research project/study should be at least six months.

If the total cost of the research projects/studies is less than ₱160,000 the basic administrative support shall be 5% of the direct research project cost.

B. Bases for Additional Fund Requirement

Additional budget may be provided under the following conditions:

1. Wage for driver for departments with four-wheeled motor vehicles (if no regular driver)
2. Additional maintenance and operating expenses for research projects costing more than ₱160,000 equivalent to 5% of the excess.

C. Provision for Project Development, particularly preparation of research project proposal.

Personal Services	₱ 750
Maintenance and Operating Expenses	<u>250</u>
	<u>₱1,000</u>

With this support, the department is expected to produce and submit for funding at least two research project proposals. Failure to meet this requirement should be sufficient cause for denial of similar support during the succeeding year.

Republic of the Philippines
 DEPARTMENT OF AGRICULTURE
 APPROVED HONORARIA FOR RESOURCE PERSONS/CONSULTANTS*

Rationale

At present, the Visayas State College of Agriculture is finding it more and more difficult to get funds for facilities and equipment from the Philippine Government. The College badly needs these facilities and/or equipment to effectively implement its research and development programs in the areas of Forestry and Fishery.

PCARR, recognizing these needs, has considered VISCA's inclusion in the USAID Agricultural Research Loan III. In view of this, it becomes imperative that VISCA engage the services of resource persons/consultants from other agencies to ensure the proper implementation of VISCA's research and development programs in these identified areas.

Proposal

For the information and guidance of all concerned, the following is proposed that provisions should be made for the payment of honoraria to resource persons/consultants that may be hired by VISCA. The College shall pay the following, chargeable against the budget for special services:

1. One round-trip transportation expenses

2. Honorarium of from ₱400.00 to ₱800.00 per actual working day, but not to exceed the aggregate sum of ₱12,000.00 per year.

3. Food and accommodation to be provided by VISCA while on consultancy with VISCA.

About six to ten resource persons/consultants will be needed for 1980 to 1981. This supersedes VISCA Board resolutions on consultants fee.

Honoraria

*References: 1. for lecturers, resource persons or facilitators shall not exceed ₱100.00 per teaching hour and the same rate shall apply to (see attachments) 2. for resource persons or facilitators in any part of the course, the rate shall be given to the kind of course and level of participants as well as to the qualifications of the lecturers, resource persons or facilitators.

Republic of the Philippines
CIVIL SERVICE COMMISSION

Page 2 of MC # 1, s. 1976 Quezon City

MC # 1, s. 1976

In addition to the honoraria, lecturers, resource persons or facilitators in out-of-town training courses shall be entitled to travelling and MEMORANDUM CIRCULAR thereeto, subject to the existing accounting and auditing regulations.

TO : ALL HEADS OF DEPARTMENTS, BUREAUS

AND AGENCIES OF THE NATIONAL AND LOCAL GOVERNMENTS, INCLUDING GOVERNMENT-OWNED OR CONTROLLED CORPORATIONS

SUBJECT: Standard Fees for CSC Training Courses and Rates for Payment of Honoraria to Lecturers, Resource Persons or Facilitators shall be in accordance with rates fixed herein.

For the information and guidance of all concerned, the following standard fees for training courses, seminars, workshops and other training activities sponsored or initiated by this Commission or jointly undertaken with any department or agency of the government, and rates for payment of honoraria to lecturers, resource persons or facilitators, are hereby prescribed pursuant to Letter of Instruction No. 336, dated November 12, 1975:

Training Fees

A basic fee shall be paid by or for each participant in non-residential type of training at the rate of ₱20.00 per day or ₱15.00 per half-day. For residential type of training, however, the prescribed training fee may include the cost of board and lodging, in which case an amount not exceeding ₱100.00 per day shall be added to the basic fee. Otherwise, the actual cost of board and lodging shall be borne by each participant from his own per diems.

Honoraria 1976

Honoraria for lecturers, resource persons or facilitators shall not exceed ₱100.00 per teaching hour and the same rate shall apply for all such lecturers, resource persons or facilitators in any particular course. In the determination of rates for honoraria within the limits set above consideration shall be given to the kind of course and level of participants as well as to the qualifications of the lecturers, resource persons or facilitators.

Copy furnished:

The Honorable
The Acting Chairman
Commission on Audit
Quezon City

In addition to the honoraria, lecturers, resource persons or facilitators in out-of-town training courses shall be entitled to travelling and other expenses incident thereto, subject to the existing accounting and auditing regulations.

AGENCIES OF THE NATIONAL AND LOCAL
In accordance with IOI No. 136, the different departments, agencies and offices, government-owned or controlled corporations and local governments, are authorized to pay honoraria and/or travelling and representation allowance from any funds available to them, to lecturers, resource persons and facilitators provided that such lecturers, resource persons and facilitators are not their personnel and that such honoraria and/or travelling and representation allowance shall be in accordance with rates fixed herein, as the General Appropriations Act for Fiscal Year 1977, particularly Section 17 of the General Provisions, thereof. It must be stressed that in the exercise of their discretion, all concerned shall take great care that in selecting lecturers, resource persons or facilitators only those competent, qualified and with known expertise are invited for the purpose, taking into consideration the objectives of training.

Appropriations in this Decree, shall be paid on aggregate of salaries, fees, honoraria, per diems and allowance, except as may be authorized by the Commissioner of the Budget in accordance with the guidelines issued by the President.

In view thereof, it is hereby required that the payments of consultants approved by the Commission in excess of P12,000 as prescribed in the above provision of the Appropriation Act be corrected by the Office concerned to conform with the same.

(SGD.) JACOBO C. CLAVE
Acting Chairman

January 30, 1976

MEMORANDUM CIRCULAR SHALL TAKE EFFECT IMMEDIATELY.

(SGD.) JACOBO C. CLAVE
Acting Chairman

February 22, 1977

Copy furnished:

The Honorable
The Acting Chairman
Commission on Audit
Quezon City

Republic of the Philippines
CIVIL SERVICE COMMISSION
Manila

This MEMORANDUM OF AGREEMENT entered MC # 4, ds. 1977 this

day of July 198 MEMORANDUM CIRCULAR

TO : ALL HEADS OF DEPARTMENTS, BUREAUS AND
AGENCIES OF THE NATIONAL AND LOCAL
GOVERNMENTS INCLUDING GOVERNMENT-OWNED
OR CONTROLLED CORPORATIONS, AND RESIDENT
AUDITORS

SUBJECT: Consultant's Compensation

The attention of the Civil Service Commission was called
by the Budget Commission on the provisions of PD 1050, other-
wise known as the General Appropriations Act for Fiscal Year
1977, particularly Section 17 of the General Provisions,
thereof which provides as follows:

"Consultants compensation. Compensation of
consultants who are hired by a department, bureau
or office, when authorized in their respective
appropriations in this Decree, shall be paid an
amount not exceeding ₱12,000 per annum as the
aggregate of salaries, fees, honoraria, per diems
and allowance, except as may be authorized by the
Commissioner of the Budget in accordance with the
guidelines issued by the President."

In view thereof, it is hereby requested that all appoint-
ments of consultants approved by the Commission with compensation
in excess of ₱12,000 as prescribed in the above provision of
the Appropriation Act be corrected by the Office concerned to
conform with the same.

THIS MEMORANDUM CIRCULAR SHALL TAKE EFFECT IMMEDIATELY.

(SGD.) JACOBO C. CIAVE
Acting Chairman

February 22, 1977

Copy furnished:

The Honorable
The Acting Chairman
Commission on Audit
Quezon City

MEMORANDUM OF AGREEMENT

This MEMORANDUM OF AGREEMENT entered into and executed this

_____ day of July 1980 by and between:

The EDUCATIONAL DEVELOPMENT PROJECTS IMPLEMENTING TASK FORCE, represented by Dr. AUGUSTO L. TENMATAY, Executive Director, with office and postal address at the Marvin Plaza Building, 2153 Pasong Tamo, Makati, Metro Manila and hereinafter referred to as EDPITAF;

- a n d -

VISAYAS STATE COLLEGE OF AGRICULTURE, represented by Dr. FERNANDO A. BERNARDO, President with postal address at Baybay, Leyte and hereinafter referred to as VISCA.

WITNESSETH

WHEREAS, the EDPITAF is currently undertaking the management of the development of site and utilities and the construction of the Home Science, Student Union, Animal Science/Veterinary Medicine, Agro-Botany, Agri-Chem - Agri-Engineering, and Extension/Services building complexes in the Visayas State College of Agriculture at Baybay, Leyte.

WHEREAS, the original contracts for the construction of the above cited building complexes are being continued by the original contractors.

NOW THEREFORE, for and in consideration of the foregoing premises and the mutual covenants hereinafter provided, EDPITAF and VISCA hereby agree to the following conditions:

Section 1. VISCA shall undertake the direct management and supervision of all the building construction projects included in the Fourth Education Loan with the World Bank;

Section 2. EDPITAF shall transfer to VISCA the unexpended

Education Project. The unexpended obligations shall be transferred by EDPITAF through the issuance of Cash Disbursement Ceiling (CDC) as provided for under Budget Circular No. 147-A. The unexpended obligations broken down by creditor/building contractors shall be determined by the Chief Accountant of EDPITAF and to be verified correct by the EDPITAF Resident Auditor, shall be the basis of the amount to be transferred by CDC;

Section 3. VISCA shall disburse the funds transferred under Section 2 of this Memorandum of Agreement based on the work accomplishment of the building contractor as required and called for in the following owner-contractor agreements which are hereby attached as integral part of the agreement;

Project	Contractor	Owner-Contractor Agreement Number
1. Home Science/Student Union/ Animal Science/Veterinary Medicine	Eureka Construction	IV-B-6.0/B-7.0
2. Agro-Botany Complex	E. V. Hubahib Construction	IV-B-4.0
3. Agri-Chem/Agri-Eng'g.	E. V. Hubahib Construction	IV-B-5.2/5.3
4. Agri-Eng'g Building	E. V. Hubahib Construction	IV-B-6.1
5. Extension/Service Structures	Master Builders Inc.	IV-B-2.0/B-3.0
6. Site Development/Utili- ties	J. H. Pajara Construction	IV-B-1.0

Section 4. VISCA disbursements for each building contractor mentioned in Section 3 shall not exceed the unexpended obligations transferred to VISCA as determined in Section 2 of this agreement.

Section 5. The Executive Architects of the project shall collaborate with ViSCA on the building construction program;

Section 6. EDPITAF, through the Project Architect shall continue to assume over all coordination of the building construction program at ViSCA;

Section 7. ViSCA shall submit to EDPITAF quarterly status reports and such other reports that maybe requested from time to time on the execution of the new scheme of management. For fund liquidation purposes, ViSCA shall also submit a Journal of Checks issued by the Disbursing Officer duly certified by the Resident Auditor of the College and all other liquidation reports required under Budget Circular No. 147-A;

Section 8. This Memorandum shall be in effect upon signing by the parties concerned and shall continue on until the building construction program has been satisfactorily terminated.

IN WITNESS WHEREOF, the Parties have by these presents hereunto affixed their signatures on this _____ day of July 1980.

EDUCATIONAL DEVELOPMENT PROJECTS
IMPLEMENTING TASK FORCE

VISAYAS STATE COLLEGE OF
AGRICULTURE

By:

By:

AUGUSTO L. TENTAMATAY
Executive Director

FERNANDO A. BERNARDO
President

SIGNED IN THE PRESENCE OF:

FOURTH EDUCATION PROJECT

Unexpended Amounts of Obligations for the Construction of
 VASCA Building Complexes
 (As of August 13, 1980)

Building	Contractor	Original Contract Amount (P)	Change Orders To Date (P)	Total Contract Amount (P)	Payments To Date (P)
1. Home Science/Student Union/ Animal Science/Veterinary Medicine Structures	Eureka	8,347,500.00	2,012,915.60	10,360,415.60	9,681,366.15
2. Agro-Botany Complex	E.V. Hubahib	9,290,000.00	415,235.20	9,705,235.20	8,639,203.70
3. Agri-Chem/Agri-Eng'g	E.V. Hubahib	3,970,000.00	246,761.40	4,216,761.40	3,960,229.00
4. Agri Eng'g Building	E.V. Hubahib	3,960,000.00	125,480.80	4,085,480.80	3,746,955.70
5. Extension/Service Structures	Master Builders	6,688,272.00	911,433.46	7,599,705.46	7,474,557.9
6. Site Development/Utilities	J.H. Pajara	13,329,000.00	2,100,520.00	15,429,520.00	14,087,268.17
T O T A L		45,604,772.00	5,812,346.46	51,417,118.46	47,589,580.97

BIO - DATA

Name : Augusto E. Bañez
 Age : 32
 Birthdate : February 21, 1948
 Sex : Male
 Address : 2473 Fernandez St., Malate Ma. (City)
 Tel No. 509325

Bañezville II, Sagkahan, Tacloban City
 (Province)

Civil Status : Married
 Number of Dependents : 5
 Religion : Christian

EDUCATIONAL ATTAINMENT:

Elementary - Panalaron Community School (1960)
 High School - Leyte High School (1964)
 College - Far Eastern University (1971)
 Degree - B. S. Architecture
 License No. - 3965 (1974)

WORK EXPERIENCE:

1. Architectural-Draftsman - (1968-1974) various employers (with experience in interior, furniture, commercial & Industrial design work)
2. Practising Architect (1975 - 1980)
3. Achievements: (From 1975 to present)
 1. Arts and Letters Building Complex (Executive Architect)
 2. Cooking Dormitories for ViSCA (Executive Architect)
 3. ViSCA Physical Plant Garage and Equipment Depot (Executive Architect)
 4. ViSCA Campus Mall Project (Executive Architect)
 5. ViSCA Government-Funded Buildings as Resident Supervising Architect

6. Agro-Botany Complex as Project and Deputy Architect for
IM Velasco Associates
7. VISCA Furniture Design In-Charge and Assistant Furniture
Production Officer
8. Residence of Guindolino Garona, Sagod, Leyte
9. Residence of Mr. & Mrs. Jose Alvarez, Jr., Cebu City
10. Residence of Atty. & Mrs. Dodong Hubahib, Tacloban City
11. PJ's Coffee Shop Extension for Mrs. Yap, Mactan Interna-
tional Airport, Cebu City (Interior Design)
12. Residence of PAL Captain & Mrs. Jim Sydiongco, Merville,
Paranaque, Metro Manila.

(Before 1975)

1. Residence of Atty. & Mrs. Gabriel Baños, Maria Luisa
Estate, Cebu City
2. A Low-Cost Mass Housing Prefab System (Inventor-Designer)

(Ongoing Work)

1. Vieta Mar Resort & Racquet Club, Punta Engaño, Mactan Cebu
2. Proposed residence of PAL First Officer Tito Garcia &
Family, Posadas Sbd., Paranaque, Metro Manila
3. Proposed residence of PAL Captain & Mrs. William Cenzon,
Merville, Paranaque, Metro Manila

REFERENCES :

- (1) Dean Aurelio T. Juguilon
College of Architecture
University of the Philippines
Dilliman, Quezon City
- (2) Dean Jesus M. Bondoc
Department of Architecture
Far Eastern University
Metro Manila
- (3) Dr. Fernando A. Bernardo
President
Visayas State College of Agriculture
Baybay, Leyte
- (4) Chairman Francisco Tantuico
Commission on Audit
Metro Manila

Appointments of College Personnel for ConfirmationDept. of Agricultural Engineering
& Applied Mathematics

1. Engr. Herminia C. Tanguilig
BS in Agricultural Engineering
Univ. of Southern Mindanao 1976

Instructor
P14,532.00 p.a.
Item No. 24(28)
Effectivity: August 4, 1980

9. Mr. Rico O. Cruz

Dept. of Plant Protection

2. Ms. Corazon B. Batoy
MS Biology
Univ. of San Carlos 1975

Assistant Professor
P18,638.00 p.a.
Item No. 16(2)
Effectivity: June 1, 1980

10. Ms. Luz M. Maurel

3. Ms. Gloriosa C. Guinocor
BS in Biology
Univ. of San Carlos 1979

Instructor
P11,328.00 p.a.
Item No. 131(19)
Effectivity: June 9, 1980

Dept. of Arts & Letters

- 1.4. Ms. Rosela I. Gementiza Jr.
BS in Psychology
Univ. of San Carlos 1979

Instructor
P11,328.00 p.a.
Item No. 131(23)
Effectivity: June 16, 1980

Dept. of Agricultural Chemistry

5. Mr. Candelario L. Calibo
BS in Chemistry
Silliman University 1977

Assistant Instructor
P10,776.00 p.a.
Item No. 131(25)
Effectivity: June 20, 1980

3. Mr. Malchor G. Abayabay

Experimental Rural High School

6. Mr. Nereo L. Garcia
BS in Agricultural Engineering
VISCA 1980

Assistant Instructor
P10,776.00 p.a.
Item No. 131(24)
Effectivity: June 19, 1980

Cebu Central Colleges 1973

Philippine Root Crops Research Training Center

7. Dr. Emma S. Data
Ph.D. in Horticulture
UPLB 1980

Associate Professor
P25,116.00 p.a.
Effectivity: May 1, 1980

8. Ms. Anabella T. Bautista
BS in Agriculture
VISCACol 1980
Univ. of San Carlos 1976
Former Position - Clerk I

9. Mr. Rico O. Cruz
BS in Agricultural Engineering
VISCACol 1980
Univ. of San Carlos 1962
Former Position - Clerk I

Regional Coconut Research Center

10. Ms. Luz M. Maureal
BS in Agriculture (Agronomy)
UPLB 1980

1. Mr. Gilberto A. Larnal
Accounting Clerk I
BS in Commerce
No. of years in the position - 1 yr.
Performance Rating: Satisfactory
CS Eligibility - Career Service Prog.

For Promotions

1. Mr. Dominador A. Lauzon, Jr.
BS in Commerce
Univ. of San Carlos 1975
Former Position - Property Custodian II

2. Mr. Manuelito C. Pala
BS in Commerce
Univ. of Bohol 1962
Former Position - Inventory Clerk II

3. Mr. Melchor G. Abayabay
3rd yr. BS in Commerce
CSJ-Recoletos 1970
Former Position - Clerk I

4. Ms. Rosela T. Bandalan
BS in Commerce
Cebu Central Colleges 1973
Former Position - Clerk I

Instructor
P11,328.00 p.a.
Item No. 131(17)
Effectivity: June 1, 1980
Effectivity: March 1, 1980

(Research) Instructor
P11,328.00 p.a.
Item No. 131(22)
Effectivity: June 16, 1980
Effectivity: March 1, 1980

(Research) Assistant Instructor
P10,776.00 p.a.
Item No. 131(28)
Effectivity: August 1, 1980

Property Custodian III
P12,516.00 p.a.
Item No. 62
Effectivity: March 1, 1980

Property Custodian II
P10,260.00 p.a.
Item No. 66
Effectivity: March 1, 1980

Clerk II
P7,992.00 p.a.
Item No. 85(2)
Effectivity: March 1, 1980

Clerk II
P7,992.00
Item No. 85(5)
Effectivity: March 1, 1980

5. Ms. Lourdes B. Cano
BS in Commerce
Univ. of San Carlos 1976
Former Position - Clerk I

Clerk II
\$7,992.00 p.a.
Item No. 85(1)
Effectivity: March 1, 1980

6. Ms. Milagros C. Yu
BS in Commerce
Univ. of San Carlos 1962
Former Position - Clerk I

Clerk II
\$7,992.00 p.a.
Item No. 85(3)
Effectivity: March 1, 1980

For Permanent Status

1. Mr. Gilberto A. Israel
Accounting Clerk I
BS in Commerce
No. of years in the position - 1 yr.
Performance Rating: Satisfactory
OS Eligibility - Career Service Prog.
Effectivity: August 15, 1980