



Visayas State University  
Visca, Baybay, Leyte  
6521-A Philippines

Office of the Secretary of the University  
And of the Board of Regents

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Republic of the Philippines  
**VISAYAS STATE UNIVERSITY**  
Visca, Baybay, Leyte

**BOR RESOLUTION NO. 31, s. 2017**

**A RESOLUTION APPROVING THE PROMOTION OF MS VELMA P. BONTUYAN FROM ADMINISTRATIVE OFFICER V (SG-18) TO SUPERVISING ADMINISTRATIVE OFFICER (SG-22) EFFECTIVE ON THE DATE OF THE APPOINTMENT AND *SUBJECT TO* EXISTING POLICIES, GUIDELINES, AND GOVERNING SUCH PROMOTION**

**WHEREAS**, the Leyte State University was created by virtue of Republic Act 9158 which converted the then Visayas State College of Agriculture (ViSCA) into a state university last 11 August 2001 and was later renamed Visayas State University (VSU) by virtue of R.A. 9437;

**WHEREAS**, Section 7, Paragraph (g) of R.A. 9158 empowers the Governing Board *"to appoint, upon the recommendation of the President of the University, vice-presidents, deans, directors, heads of department, faculty members and other officials and employees of the University"*;

**WHEREAS**, there is a vacant Supervising Administrative Officer (SG-22) position in the Manila Office on account of the retirement of the Ms. Delia L. Silao, who occupied said position of Supervising Administrative Officer (SG-22)

**WHEREAS**, Ms. Velma P. Bontuyan has been the designated Head of the VSU Manila Office to replace Ms. Delia L. Silao who has retired;

**WHEREAS**, the Civil Service defines promotion as: *"the movement of an employee to a higher position within the same department or agency with corresponding increase in duties and responsibilities, usually accompanied by an increase in salary"*;

**WHEREAS**, the Non-Academic Personnel Board (NAPB), the Selection and Promotion Board for Administrative Personnel of the University has decided to award the vacant Supervising Administrative Officer position on Ms. Velma P. Bontuyan;

**WHEREAS**, the NAPB has determined that Ms. Velma P. Bontuyan is qualified for the position having been Administrative Officer V for the past 10 years; and

**WHEREAS**, the proposal was discussed by the University Administrative Council (UADCO) on the occasion of the 123<sup>rd</sup> UADCO Meeting held last 10 April 2017 at the 2/F, Center for Continuing Education (CEC) Building, VSU Main Campus, City of Baybay, Leyte and is strongly endorsing the proposal to the VSU Board of Regents for APPROVAL, as presented.

**BOR Resolution No. 31, s. 2017** – A Resolution Approving the promotion of Ms. Velma P. Bontuyan from Administrative Office V (SG-18) to Supervising Administrative Officer (SG-22) effective on the date of the appointment and *Subject to* existing policies, rules and guidelines on such promotion.

**THEREFORE, BE IT RESOLVED AS IT IS HEREBY RESOLVED** to approve the promotion of Ms. Velma P. Bontuyan from Administrative Office V (SG-18) to Supervising Administrative Officer (SG-22) effective on the date of the appointment and subject to existing policies, guidelines and rules governing such promotion.

**IN WITNESS** of our approval thereof, we hereby affix our signatures this 27<sup>th</sup> day of April 2017 at CHED Central Office, C.P. Garcia Avenue, UP Diliman, Diliman, Quezon City

**VSU BOARD OF REGENTS**



**HON. J. PROSPERO E. DE VERA III**  
*CHED Commissioner and Chairperson*  
*VSU-Board of Regents*



**HON. EDGARDO E. TULIN**  
*Vice Chairman and President, VSU*

**HON. FRANCIS JOSEPH G. ESCUDERO**  
*Chair, Committee on Education, Arts & Culture*  
*Senate of the Philippines*

**HON. ANN K. HOFER**  
*Chair, Committee on Higher & Tech. Educ.*  
*House of Representatives*

*Represented by:*

**ABSENT**

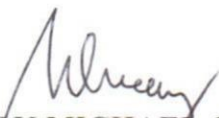
**HON. JOSE CARLOS L. CARI**



**HON. BONIFACIO G. UY**  
*Regional Executive Director*  
*National Economic & Dev. Authority-RO8*  
*Gov't. Center, Palo, Leyte*



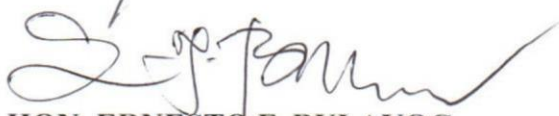
**HON. U-NICHOLS A. MANALO**  
*Regional Executive Director*  
*Department of Agriculture-RO8*  
*Tacloban City*



**HON. MARK MICHAEL O. UNLU-CAY**  
*Student Regent – VSU System*  
*VSU, Visca, City of Baybay, Leyte*

**ABSENT**

**HON. DEOGRACIAS E. PERNITEZ**  
*President, VSU Federated Alumni Assn.*  
*VSU, Visca, City of Baybay, Leyte*



**HON. ERNESTO F. BULAYOG**  
*Faculty Regent – VSU Faculty Association*  
*VSU, Visca, City of Baybay, Leyte*

*Private Sector Representatives:*

**ABSENT**

**HON. ROY BERNARD C. FIEL**  
*Ormoc City*

**ABSENT**

**HON. JOEL C. CAMINADE**  
*Tacloban City*

**BOR Resolution No. 31, s. 2017** – A Resolution Approving the promotion of Ms. Velma P. Bontuyan from Administrative Office V (SG-18) to Supervising Administrative Officer (SG-22) effective on the date of the appointment and *Subject to* existing policies, rules and guidelines on such promotion.