



115TH BOARD OF REGENTS MEETING

**BOR RESOLUTION NO. 93-A
Series of 2024**

APPROVING THE INTERNATIONAL TRAVEL OF FOUR FACULTY MEMBERS AND ONE PCC STAFF TO ATTEND SEMINAR/CONFERENCES ON THE DATE AND PURPOSE OF TRAVEL AS PRESENTED, THE DETAILS OF WHICH ARE REFLECTED IN THE DOCUMENTS HERETO ATTACHED AND MADE PART HEREOF.

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 which was later renamed Visayas State University (VSU) by virtue of R.A. 9437;

WHEREAS, Section 7 of R.A. 9158 specifically empowers the Board of Regents of the University to "exercise all the powers granted to the Directors of a corporation under Section 36 of Batas Pambansa Blg. 68 otherwise known as the Corporate Code of the Philippines";

WHEREAS, VSU is a CHED Center for Excellence (COE) in Agriculture and a National University in Region VIII, it is mandated to provide leadership in developing highly competitive human resource, relevant scientific knowledge, and innovative technologies to support the sustainable development of the Visayas Region in particular and the whole of the Philippines in general;

WHEREAS, the essence of the proposal was to request for BOR approval on the proposed foreign travels of some VSU faculty members in line with the Faculty Development Program of each Academic Unit and further request the BOR to authorize the University President to issue Travel Authority to the faculty members;

WHEREAS, the conferences, seminars, and related activities of the foreign travels of the VSU faculty members have been certified by International Affairs Service (IAS) of the Commission on Higher Education (CHED) as legitimate and bona fide;

WHEREAS, the names of the faculty members who have sought approval from the BOR for their foreign travels are contained in Annex A together with the CHED – IAS certification, Certificate of Availability of Funds and other related documents;

Name of Faculty/Staff	Date/Country	Purpose	Fund Source
JOEL REY U. ACOB HANZEL N. MEJIA	June 10 - 13, 2024 Bangkok, Thailand	Attend the Global Sustainable Development Congress	Internationalization Fund
INISH CHRIS P. MESIAS	July 29 – Aug 2, 2024 Vietnam	Attend the VLIR-UOS International Training	Official Time Only
MARICEL A. LEORNA	June 10 – 15, 2024 Bangkok, Thailand	Attend the ProPak Asia 2024	Official Time Only
IVY FE M. LOPEZ	June 10 – 15, 2024 Bangkok, Thailand	Attend the ProPak Asia 2024	Official Time Only

Whereas, the proposal was presented to the University Administrative Council at its meeting on May 23, 2024 and obtained favorable action;


Whereas, finding the recommendations in order, the Board agreed to approved the proposal;


Now, therefore, on motion, duly seconded, and unanimously approved, be it;

Resolved, as it is hereby resolved, that the Board of Regents of Visayas State University approves the proposed foreign travel of some faculty members subject to compliance to Executive Order 77 and other pertinent rules and regulations governing foreign travels and further resolved to authorize the University President to issue the travel authority.

IN WITNESS of our approval thereof, we hereby affix our signatures this 7th day of June 2024 at VSU, Baybay City, Philippines.

VSU BOARD OF REGENTS


HON. ETHEL AGNES P. VALENZUELA
CHED Commissioner and Chairperson
VSU-Board of Regents

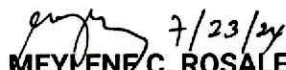

HON. PROSE IVY G. YEPES
VSU President, Vice Chairperson
VSU-Board of Regents

HON. ALLAN PETER S. CAYETANO
Chairperson, Senate Committee on Higher,
Technical and Vocational Education
Member, VSU BOR
Represented by:


HON. MARK O. GO
Chair, Committee on Higher & Technical
Education House of Representatives
Member, VSU BOR
Represented by:

HON. BERNADETTE REMALLA-MAYBITUIN

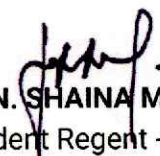

HON. MARK MICHAEL O. UNLU-CAY


HON. MEYLENE C. ROSALES
Regional Director, National Economic and
Development Authority Regional Office VIII
Member, VSU BOR

(absent)
HON. ANDREW RODOLFO T. ORAIS
Regional Executive Director, Department of
Agriculture-RO8
Member, VSU BOR


HON. ERNESTO F. BULAYOG
Faculty Regent - VSU System Faculty Union of
Baybay Leyte
Member, VSU BOR


HON. OSCAR B. POSAS
President, VSU Federated Alumni Association
Member, VSU BOR


HON. SHAINA MAE F. LACABA
Student Regent - VSU Student Council Federation
Member, VSU BOR

Private Sector Representatives:


HON. ALAIN CHARLES J. VELOSO
Member, VSU BOR
Villaba, Leyte


HON. RUPERTO O. APARRI, III
Member, VSU BOR
Tacloban City, Leyte



International Travel of Faculty Members with CHED IAS Certification of Legitimacy:

Faculty	Campus/ Dept.	Title of Training	Date/Place of Training	Source of Funds/ Remarks
a. Acob, Joel Rey U. Mejia, Hanzel N.	QAC	<i>To attend the Global Sustainable Development Congress</i>	June 10-13, 2024 Bangkok, Thailand	<i>Internationalization Fund</i>
b. Mesias, Inish Chris P.	DFST	<i>To attend the VLIR-UOS International Training</i>	July 29 – Aug. 2, 2024 Vietnam	<i>Official Time only</i>
c. Leorna, Maricel A.	NCRC	<i>To attend the "ProPak Asia 2024"</i>	June 10-15, 2024 Bangkok, Thailand	<i>Official Time only</i>
d. Lopez, Ivy Fe M.	DA- PCC VSU	<i>To attend the "ProPak Asia 2024"</i>	June 12-15, 2024 Bangkok, Thailand	<i>Official Time only</i>

International Travel of Students with CHED IAS Certification of Legitimacy:

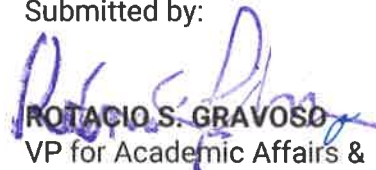
Faculty	Campus/ Dept.	Title of Training	Date/Place of Training	Source of Funds/ Remarks
a. Sta. Iglesia, Khyle Linggas, Karla Mae Llemos, Hazel Angela	DFST DFST DBM	<i>To attend Yoshinoya Holdings Field Study Program</i>	July 6-14, 2024 Tokyo, Japan	<i>Yoshinoya Holdings Co., LTD</i>
b. Ancog, Kyle Andrey A. Bolaño, Emmanuel John	DVM Biotech	<i>To attend in the 12th University Scholars Leadership Symposium</i>	Aug. 6-9, 2024 Bangkok, Thailand	<i>Student Development Fund</i>
c. Guirindola, Reyno Vicente S.	CAFS	<i>To attend the 2024 AAACU Student Enrichment Program</i>	July 21-31, 2024 Indonesia	<i>Student Development Fund</i>



**ACADEMIC STAFF
RECOMMENDED FOR TRAVEL ABROAD FOR**
Per VSFC-AS Res. No. 267 dated May 20, 2024

Dept.	Name	Position	Date of Travel	Date of VSFC-AS Meeting
NCRC	Dr. Marisel A. Leorna	Assoc. Prof. IV	June 10-15, 2024	May 20, 2024

Submitted by:


ROTACIO S. GRAVOSO
VP for Academic Affairs &
Chairperson of VSFC-AS

Recommending approval:


PROSE IVY G. YEPES, EdD.
University President

NOTE:

The VSFC-AS through its meeting dated May 20, 2024 recommended to the recommendation of the NCRC Center Personnel Committee for **Dr. Maricel A. Leorna** to participate in the "**ProPak Asia 2024**" organized by DTI Leyte, Philippines and Informa Markets (UBM) on June 10-15, 2024 at the Bangkok International Trade and Exhibition Center in Bangkok, Thailand on official time only, subject to BOR approval through UADCO.



Republic of the Philippines
OFFICE OF THE PRESIDENT

COMMISSION ON HIGHER EDUCATION

Reference No.: SUC 2023-05-751

17 May 2024

PROSE IVY G. YEPES, EdD

University President
Visayas State University
Baybay City, Leyte

Dear **Dr. Yepes:**

This pertains to the participation of **Dr. Maricel A. Leorna** in the “31st International Processing and Packaging Exhibition for Asia” on 12-15 June 2024 in Thailand, which was submitted to this office for assessment pursuant to the Memorandum from the Commission dated 24 July 2018 titled “Guidelines for Securing Authority to Travel Abroad for State Universities and Colleges.”

Upon evaluation, we deem that the 31st International Processing and Packaging Exhibition for Asia is bona fide, valid and credible. It is organized by Informa Markets, an established private company based in the United Kingdom. Moreover, the participation of the abovementioned VSU Staff will help them to find potential partners in terms of internationalization.

Kindly note that the assessment stated herein refers only to the legitimacy of the activity. We would like to clarify that the Board of Trustees/Regents of your school reserves the right to approve attendance in such activity upon submission of recommendation and certification from the OVPAA/SUC Director for international affairs that the activity is connected to the institution’s Strategic Internationalization Plan and endorsement from the SUC President to the BOR.

Verification of release and approval may be checked at <https://bit.ly/SUCstogo>.

Under the authority of IAS Director:

INTERNATIONAL AFFAIRS SERVICE

Commission on Higher Education
55 HEDC BLDG. C.P. Garcia Ave.
Diliman, Quezon City
+63 2 8441-0750



10 May 2024

Dr. J. Prospero E. De Vera III, DPA
Chairman, Commission on Higher Education
Higher Education Development Center Building,
C.P. Garcia Ave, Diliman, Quezon City

Thru: **ATTY. LILY FREIDA M. MILLA, CESO IV**
Director III
International Affairs Staff

Dear **Dr. De Vera**:

Greetings!

Please find the attached documents for the international travel of **Dr. Maricel A. Leorna** to participate in the "**ProPak Asia 2024**" organized by DTI Leyte, Philippines and Informa Markets (UBM) on June 12-15, 2024 at the Bangkok International Trade and Exhibition Center in Bangkok, Thailand on official time only for your appropriate action.

Attached herewith are the pertinent documents to support their request.

Thank you.

Very truly yours,

PROSE IVY G. YEPES, EdD.
President

Annex B

IAS Form No. 15

Evaluation Form for the Necessity of Foreign Travel for State Universities and Colleges

Title of Travel: To participate in the ProPak Asia 2024

Attendee/s & Age: Marisel A. Leorna, 47

Date of Last Travel: None

INDICATORS	CONSIDERATIONS	REMARKS
<i>Memorandum Circular No. 35, s. 2017 (Office of the President of the Philippines)</i>		
1. The purpose of the trip is strictly within the mandate of the requesting official of employee.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Complied <input type="checkbox"/> Not Complied
2. The trip is expected to bring substantial benefit to the country.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. The trip's projected expenses are not excessive and in accordance with EO 298 "Amending Further Executive Order No. 248 Dated May 29, 1995 as Amended by Executive Order No. 248-A Dated August 14, 1995, Which Prescribes Rules and Regulations and New Rates of Allowances for Official Local and Foreign Travels of Government Personnel", Section 8 of EO 298 on UNDP Index and Chapter 5 "Travel Expenses" of the "Training Handbook on Government Expenditures" (2011).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Complied <input type="checkbox"/> Not Complied Total amount of expenses:
4. Source of funding <i>(in accordance with the ff. issuances: -EO No. 248 dated May 29, 1995, as amended by EO 248-A dated August 14, 1995, and EO 298 dated March 23, 2004, prescribing rules and regulations and new rates of allowances for official local and foreign travels of government personnel" -Memorandum Circular No. 35 s. 2017, Clarifying and Reinforcing Existing Rules and Regulations on Foreign Travel Authorities, Travel Entitlements, and Travel Tax Exemptions, which require the</i>	Source <input type="checkbox"/> Internal <input type="checkbox"/> Project Grant Provisions <input checked="" type="checkbox"/> Airfare <input checked="" type="checkbox"/> Meals <input checked="" type="checkbox"/> Accommodation <input checked="" type="checkbox"/> Incidental Expenses <input checked="" type="checkbox"/> Pre-departure Expenses <input checked="" type="checkbox"/> Registration/ Participation Fee	<i>charged to DTI Leyte Philippines & Informa Markets (UBM)</i>

<p>5. Rationale as institutional strategy</p>	<p>Internationalization Dimensions Fulfilled by the Activity:</p> <p>Internationalization Engagement: <input checked="" type="checkbox"/> Articulated Institutional Commitment <input checked="" type="checkbox"/> International Relations and Reputation <input checked="" type="checkbox"/> International Visibility <input checked="" type="checkbox"/> Cultural Intelligence and Internationalization Awareness/Diversity <input checked="" type="checkbox"/> International Quality Assurance <input type="checkbox"/> Organizational Strategies and Policy Development</p>	<p>Cite specific relation to institutional strategy:</p>
	<p>Learning and Discovery: <input checked="" type="checkbox"/> International Experience (Staff) <input type="checkbox"/> International Experience (Students) <input type="checkbox"/> Digital and Global Citizenship <input type="checkbox"/> Internationalized and Industry-based Curriculum <input type="checkbox"/> Non-conventional Instructional Delivery <input type="checkbox"/> Organizational Strategies and Policy Development</p>	
	<p>Innovation, Collaboration and Resource Generation: <input checked="" type="checkbox"/> Stakeholder Engagement <input checked="" type="checkbox"/> Special Program/ Project <input type="checkbox"/> External Resource Generation</p>	
<p>6. Value of the travel or mission</p>	<p>International Commitment: <input type="checkbox"/> is a member-institution <input type="checkbox"/> is signatory <input type="checkbox"/> is part of the negotiation or agreements</p> <p>Nature of Sponsoring or Inviting Body: <input type="checkbox"/> International Organization <input type="checkbox"/> Academic Institution <input type="checkbox"/> Professional Institution <input type="checkbox"/> Research Institute <input checked="" type="checkbox"/> Government Entity Conference/ Training duly accredited by Accrediting Organization/Agency Recognized by Home Government <input type="checkbox"/> Yes <input type="checkbox"/> No Activities/topics to be discussed in the conference/meeting is in consonance with the thrust of SUC <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Details of the agreement/commitment:</p> <p>Date signed: Parties: Programs covered: Obligations:</p>



RECOMMENDATION TO ATTEND A NON-DEGREE L&D ACTIVITY

Date: May 3, 2024

Name of Faculty Recommended: MARISEL A. LEORNA

Position/Rank: [X] Permanent [] Temporary [] Substitute

Designated Position: Associate Professor IV and Director, NCRC-V

College: Department of Food Science and Technology

Department/Research Center/Institute: National Coconut Research Center-Visayas

Degree and Specialization: PhD in Food Science

Subjects/Courses Taught: Statistical Method for Food Science Research; Meat and Poultry Processing, Livestock Processing; Production and Preservation; Product and Process Development

Title of Conference/Seminar/Symposium: ProPak Asia 2024

Organizer/Host/Sponsor: DTI Leyte, Philippines and Informa Markets (UBM)

Date and Venue: June 12-15, 2024/ Bangkok International Trade and Exhibition Centre in Bangkok, Thailand

Justification for recommending the faculty (focus on relevance to present work):

ProPak Asia 2024 is committed to be an excellent platform to see the latest trends in technologies and innovation for food processing and packaging. The event is also an agent in providing key solutions, solid support, and enabling businesses and professional to connect and build strong networks with the common goal of accelerating the growth of the manufacturing industry. Since NCRC of VSU is one of the recipient of DTI's shared service facility (SSF) processing food products from makapuno and coconut, this is an avenue and great opportunity to expand on this knowledge of Dr. Leorna who is in-charge of the said SSF. Dr. Leorna is committed to share her knowledge and learnings that she will obtained to her colleagues especially those who are involved in processing and packaging of food products.

Date of Last Attendance to Training/Conference/Seminar:

Financial Support Requested: [] Registration Fee of P [] Per Diem [] Transportation [X] Educational Tour/Official Time/ Approved Leave of Absence/ Authority to Travel Only

Please attach tentative Itinerary of Travel



Purpose of Attendance:

- Present paper
- Attend only to learn, no paper to present
- Attend to learn and earn CPD points, no paper to present
- Attend training
- Invited as keynote/plenary speaker/resource person
- Others (specify) _____

If presenting a paper:

Title of Paper: _____

Author (s): _____

The paper is derived from:

Research conducted by faculty recognized by OVPRE

- sole researcher
- part of research team:
 - program leader project leader study leader
 - co-project leader co-study leader project staff

Title of Project/Study:

Thesis/Dissertation of the presenter

- PhD/EdD dissertation Master's thesis Undergraduate thesis

Title of Thesis/Dissertation:

Student thesis which is part of the faculty's research project recognized by OVPRE

Title of research project of faculty-adviser:

If attending to earn CPD points, is the conference or the organizers accredited to grant CPD points?

- Yes No

If yes, indicate name of accrediting agency/organization:

Recommended by:

DEPARTMENT PERSONNEL COMMITTEE:

MARISEL A. LEORNA
Chairman



DARIO P. LINA
Member



CRISLIN B. CRUZ
Member




JOVANNEMAR P. ANIRE
Member



APPROVED:
AS PER USFG - AS RESOLUTION/REFERENDUM NO. 607
DATED _____ sp/2024

Vision: A globally competitive university for science, technology, and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

Endorsed by:


SANTIAGO T. PEÑA, JR.
VP, Research, Extension &
Innovation

Recommending Approval:


ROTACIO S. GRAVOSO
Chairman, VSFC-AS

Approved by:


PROSE IVY G. YEPES
President

APPROVED:
AS PER VSFC-AS RESOLUTION/REFERENDUM NO. 267
DATED 5/20/24

Supporting Documents to be Attached (Please check column "Attached" of travel category)

Supporting documents	OB to Present a Paper		Attendance to training		Attendance to Earn CPD Points, with paper to present		Attendance to Earn CPD Points, No paper to present		On Leave/ Educational Tour to Present a Paper	
	Required	Attached	Required	Attached	Required	Attached	Required	Attached	Required	Attached
1. Invitation letter/announcement	/		/		/		/		/	
2. Acceptance letter for paper presentation	/				/				/	
3. Abstract of paper to be presented	/				/				/	
4. CHED Endorsement, if held in the Philippines *	/		/		/		/			
5. Information sheet/flyer/ bulletin containing description of the host/ organizer/sponsor	/		/		/		/		/	
6. Photocopy of Transmittal/Approval Sheet (if to present thesis or dissertation)	/				/				/	
7. Certification of Research Conducted from OVPRE	/				/				/	
8. Proof of Accreditation to Grant CPD Points					/		/			
9. Arrangements for Classes Missed (OVPI Form No. 12)	/		/		/		/		/	
10. CHED-IAS Form 15 Annex B SUC Evaluation Form for the Necessity of FT for SUCs.xls- IAS Form 15 Annex B_SUC Evaluation Form for the Necessity of FT for SUCs.	/		/							
11. Certificate of Collegial Critiquing	/								/	
12. Itinerary of travel (if ask financial assistance)	/		/							

*For events sponsored/organized by private organizations/societies

April 16, 2024

MARISEL LEORNA

Center Director
Visayas State University – National Coconut Research Center (VSU-NCRC)
VISCA, Baybay City, Leyte
6521

Dear **Ma'am Leorna**,

Greetings!

We would like to invite one (1) representative of Visayas State University – National Coconut Research Center (VSU-NCRC) to participate in **ProPak Asia 2024** on **12-15 June 2024** at the **Bangkok International Trade and Exhibition Centre** in **Bangkok, Thailand**.

ProPak Asia 2024 is committed to be an excellent platform to see the latest trends in technologies and innovation for food processing and packaging. The event is also an agent in providing key solutions, solid support, and enabling businesses and professionals to connect and build strong networks with the common goal of accelerating the growth of the manufacturing industry.

Informa Markets (UBM), the organizer of ProPak Asia 2024, will provide hotel accommodation with twin sharing room for 3 days and 2 nights with breakfast and BTS sky train card for the participants' use during the event. Likewise, as an SSF Cooperator, the DTI will provide round trip tickets for your representative from Tacloban to Bangkok and vice versa.

If interested, kindly confirm your participation and submit a copy of your unexpired Philippine passport to DTI Leyte Trade Promotion Officer Jinesse Tobio thru mobile phone number 0936 223 6020 or email at JinesseTobio@dti.gov.ph.

We are looking forward to your positive response and participation in this remarkable learning opportunity. Thank you.

Sincerely,



ARACELI D. LARRAGA
Provincial Director

LEYTE PROVINCIAL OFFICE
Certified ISO 9001:2015







RE-ENTRY ACTION PLAN (REAP)

Re-Entry Action Planning is required to be submitted by faculty members to support their request to attend any training/seminar workshops/conferences/for a to ensure that the learnings from said activities shall be applied by the participants upon their return to work. A REAP will likewise promote commitment by the faculty concerned and his supervisors in addressing any problem or opportunity being identified in their workplace for improved efficiency and effectiveness.

To ensure attainment of the objectives of the REAP, department heads are expected to provide support to the faculty concerned upon their return until the re-entry plan shall have been fully implemented. In addition and after six months, he/she is required to submit the required post-training evaluation report of the effectiveness of the training and workshop attended by his/her faculty. Otherwise, any recommendation for the development of the faculty concerned shall not be acted upon by the Scholarship Committee.

Name of Faculty	MARISEL A LEORNA
Major University Function/s the Faculty is Involved in:	Please check <input checked="" type="checkbox"/> Advanced Education Services <input type="checkbox"/> Higher Education Services <input checked="" type="checkbox"/> Research Services <input checked="" type="checkbox"/> Extension Services <input type="checkbox"/> Production Services <input checked="" type="checkbox"/> Administrative Support Services <input type="checkbox"/> Governance & Management
Area/s to improve after attendance to this training/ workshop :	Please check <input type="checkbox"/> Instruction related <input type="checkbox"/> Faculty development <input type="checkbox"/> Publication/IPR <input checked="" type="checkbox"/> Others: <u>Technologies and innovation for food processing and packaging</u>
Title, date and venue of the Training/fora/ workshop/conferences	ProPak Asia 2024 / Bangkok International Trade and Exhibition Centre in Bangkok, Thailand
Title of REAP	ProPak Asia 2024
Rationale: Describe the current situation (problem or opportunity) in your department/office that you need to address through your REAP	<ul style="list-style-type: none"> • Expose to the latest trends in technologies and innovation for food processing and packaging • Provide key solutions, solid support, and enabling businesses and professionals to connect and build strong networks with the common goal of accelerating the growth of the manufacturing industry

REAP Objective (SMART – Specific, measurable, attainable, result-oriented and with time frame)	The primary objective of ProPak Asia 2024 is to expose the participants to the latest trends in technologies and packaging which will be very helpful in improving processing & packaging of food products produced.
Start time	July 2024
Expected Outputs	Enhanced knowledge and learnings on the latest trends in food processing & packaging technologies and innovation.
Beneficiary/ies	VSU students, staff, faculty, co-researchers, product processors in VSU and other stakeholders
Identify Success Indicators or Measures of Success	RDEI agenda/initiatives on coconut are improved/enhanced
Summary and Recommendations:	Participation in ProPak Asia 2024 is an excellent platform to see the latest trends in technologies and innovation for food processing and packaging. It is also an agent in providing key solutions, solid support, and enabling businesses and professionals to connect and build strong networks with the common goal of accelerating the growth of the manufacturing industry
Prepared by:	Recommended by:
 <u>MARISEL A. LEORNA</u> Name of Faculty	 SANTIAGO T. PEÑA, JR. Name of Head/supervisor



Philippine Carabao Center

Visayas State University

Baybay City, Leyte

CERTIFIED ISO 9001:2015



30 May 2024

DR. PROSE IVY G. YEPES

President

Visayas State University

THRU: MS. HAZELLE V. ASALDO

Board Secretary V

Dear Ma'am,

The Department of Agriculture – Philippine Carabao Center at the Visayas State University (DA-PCC VSU) respectfully requests the **approval of the Board of Regents (thru the University Administrative Committee)** and **issuance of Travel Authority for Dr. Ivy Fe M. Lopez to participate in ProPak Asia 2024 on 12-15 June 2024 at the Bangkok International Trade and Exhibition Centre in Bangkok, Thailand.**

With this letter please find the invitation and other pertinent documents for the participation of Dr. Lopez. The travel application has already been assessed by the International Affairs Service (IAS) of the Commission on Higher Education (CHED).

ProPak 2024 aims to serve as platform to showcase the latest trends in technologies and innovation for food processing and packaging. Accommodation will be provided by the organizer. Moreover, round trip tickets from Tacloban to Bangkok will be provided by the Department of Trade and Industry (DTI), as DA-PCC VSU is one of its SSF Cooperators.

Thank you very much and hoping for your kind consideration on this request.

Very truly yours,

FRANCISCO G. GABUNADA JR.

Center Director





Philippine Carabao Center

Visayas State University

Baybay City, Leyte

CERTIFIED ISO 9001:2015



17 May 2024

DR. PROSE IVY G. YEPES

President

Visayas State University

Dear Ma'am,

The Department of Agriculture – Philippine Carabao Center at the Visayas State University (**DA-PCC VSU**) respectfully requests your approval and issuance of Travel Authority for Dr. Ivy Fe M. Lopez to participate in ProPak Asia 2024 on 12-15 June 2024 at the Bangkok International Trade and Exhibition Centre in Bangkok, Thailand.

ProPak 2024 aims to serve as platform to showcase the latest trends in technologies and innovation for food processing and packaging.

With this letter please find the invitation for the participation of Dr. Lopez.

Accommodation will be provided by the organizer. Moreover, round trip tickets from Tacloban to Bangkok will be provided by the Department of Trade and Industry (DTI), as DA-PCC VSU is one of its SSF Cooperators.

The Center understands that this request may be subject to the endorsement of committee/s in the University. In the interest of time, we humbly explore the possibility of subjecting this request to evaluation by the concerned committee/s while waiting for the approval from the CHED.

Thank you very much and hoping for your kind consideration on this request.

Very truly yours,

FRANCISCO G. GABUNADA JR.

Center Director

Approved:

PROSE IVY G. YEPES
President

*Subject to CHED - IAS
legitimation & BOD*

approval: [Signature]



May 02, 2024

DR. IVY FE M. LOPEZ
Representative
Philippine Carabao Center
VSU, Baybay City, Leyte
6521

Dear **Dr. Lopez**,

Greetings!

We would like to invite you as the representative of Philippine Carabao Center to participate in **ProPak Asia 2024** on **12-15 June 2024** at the **Bangkok International Trade and Exhibition Centre** in **Bangkok, Thailand**.

ProPak Asia 2024 is committed to be an excellent platform to see the latest trends in technologies and innovation for food processing and packaging. The event is also an agent in providing key solutions, solid support, and enabling businesses and professionals to connect and build strong networks with the common goal of accelerating the growth of the manufacturing industry.

Informa Markets (UBM), the organizer of ProPak Asia 2024, will provide hotel accommodation with twin sharing room for 4 days and 3 nights with BTS sky train card for the participants' use during the event. Likewise, as an SSF Cooperator, the DTI will provide round trip tickets for your representative from Tacloban to Bangkok and vice versa.

If interested, kindly confirm your participation and submit a copy of your unexpired Philippine passport to DTI Leyte Trade Promotion Officer Jinesse Tobio thru mobile phone number 0936 223 6020 or email at JinesseTobio@dti.gov.ph.

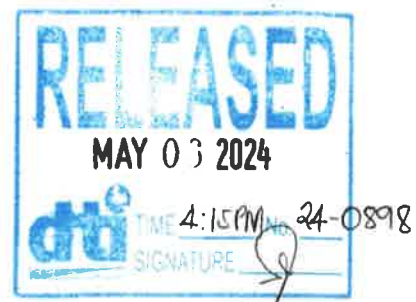
We are looking forward to your positive response and participation in this remarkable learning opportunity. Thank you.

Sincerely,


ARACELI D. LARRAGA
Provincial Director



LEYTE PROVINCIAL OFFICE
Certified ISO 9001:2015





Republic of the Philippines
OFFICE OF THE PRESIDENT

COMMISSION ON HIGHER EDUCATION

Reference No.: SUC 2023-05-810

26 May 2024

PROSE IVY G. YEPES, EdD

University President
Visayas State University
Baybay City, Leyte

Dear **Dr. Yepes:**

This pertains to the participation of **Dr. Ivy Fe M. Lopez** in the “31st International Processing and Packaging Exhibition for Asia” on 12-15 June 2024 in Thailand, which was submitted to this office for assessment pursuant to the Memorandum from the Commission dated 24 July 2018 titled “Guidelines for Securing Authority to Travel Abroad for State Universities and Colleges.”

Upon evaluation, we deem that the 31st International Processing and Packaging Exhibition for Asia is bona fide, valid and credible. It is organized by Informa Markets, an established private company based in the United Kingdom. Moreover, the participation of the abovementioned VSU Staff will help them to find potential partners in terms of internationalization.

Kindly note that the assessment stated herein refers only to the legitimacy of the activity. We would like to clarify that the Board of Trustees/Regents of your school reserves the right to approve attendance in such activity upon submission of recommendation and certification from the OVPAA/SUC Director for international affairs that the activity is connected to the institution’s Strategic Internationalization Plan and endorsement from the SUC President to the BOR.

Verification of release and approval may be checked at <https://bit.ly/SUCstogo>.

Under the authority of IAS Director:

INTERNATIONAL AFFAIRS SERVICE

Commission on Higher Education
55 HEDC BLDG. C.P. Garcia Ave.
Diliman, Quezon City
+63 2 8441-0750



Republic of the Philippines
OFFICE OF THE PRESIDENT

COMMISSION ON HIGHER EDUCATION

Reference No.: SUC 2023-05-810

26 May 2024

PROSE IVY G. YEPES, EdD

University President
Visayas State University
Baybay City, Leyte

Dear **Dr. Yepes:**

This pertains to the participation of **Dr. Ivy Fe M. Lopez** in the “31st International Processing and Packaging Exhibition for Asia” on 12-15 June 2024 in Thailand, which was submitted to this office for assessment pursuant to the Memorandum from the Commission dated 24 July 2018 titled “Guidelines for Securing Authority to Travel Abroad for State Universities and Colleges.”

Upon evaluation, we deem that the 31st International Processing and Packaging Exhibition for Asia is bona fide, valid and credible. It is organized by Informa Markets, an established private company based in the United Kingdom. Moreover, the participation of the abovementioned VSU Staff will help them to find potential partners in terms of internationalization.

Kindly note that the assessment stated herein refers only to the legitimacy of the activity. We would like to clarify that the Board of Trustees/Regents of your school reserves the right to approve attendance in such activity upon submission of recommendation and certification from the OVPAA/SUC Director for international affairs that the activity is connected to the institution’s Strategic Internationalization Plan and endorsement from the SUC President to the BOR.

Verification of release and approval may be checked at <https://bit.ly/SUCstogo>.

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Diliman, Quezon City
+63 2 8441-0750



17 May 2024

Dr. Ethel Agnes P. Valenzuela

Chairperson
Commission on Higher Education
HEDC Bldg., C.P. Garcia Ave.
UP Diliman, Quezon City

Thru: **ATTY. LILY FREIDA M. MILLA, CESO IV**
Director III
International Affairs Staff

Dear **Dr. Valenzuela:**

Warm greetings!

Please find the attached documents for the international travel of **Dr. Ivy Fe M. Lopez**, Senior Science Research Specialist of PCC, to participate in the "**ProPak Asia 2024**" organized by DTI Leyte, Philippines and Informa Markets (UBM) on June 12-15, 2024 at the Bangkok International Trade and Exhibition Center in Bangkok, Thailand on official time only for your appropriate action.

Attached herewith are the pertinent documents to support their request.

Thank you.

Very truly yours,

PROSE IVY G. YEPES
President

Annex B

IAS Form No. 15

Evaluation Form for the Necessity of Foreign Travel for State Universities and Colleges

Title of Travel: Participate in ProPak Asia 2024 on 12-15 June 2024 at the Bangkok International Trade and Exhibition Centre in Bangkok, Thailand.

Attendee/s & Age: Ivy Fe M. Lopez / 39 yrs old

Date of Last Travel: 16 May-27 June 2023
(personal)


INDICATORS	CONSIDERATIONS	REMARKS
<i>Memorandum Circular No. 35, s. 2017 (Office of the President of the Philippines)</i>		
1. The purpose of the trip is strictly within the mandate of the requesting official of employee.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Complied <input type="checkbox"/> Not Complied
2. The trip is expected to bring substantial benefit to the country.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. The trip's projected expenses are not excessive and in accordance with EO 298 "Amending Further Executive Order No. 248 Dated May 29, 1995 as Amended by Executive Order No. 248-A Dated August 14, 1995, Which Prescribes Rules and Regulations and New Rates of Allowances for Official Local and Foreign Travels of Government Personnel", Section 8 of EO 298 on UNDP Index and Chapter 5 "Travel Expenses" of the "Training Handbook on Government Expenditures" (2011).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Complied <input type="checkbox"/> Not Complied Total amount of expenses: 10,000
4. Source of funding (in accordance with the ff. issuances: -EO No. 248 dated May 29, 1995, as amended by EO 248-A dated August 14, 1995, and EO 298 dated March 23, 2004, prescribing rules and regulations and new rates of allowances for official local and foreign travels of government personnel" -Memorandum Circular No. 35 s. 2017, Clarifying and Reinforcing Existing Rules and Regulations on Foreign Travel Authorities, Travel Entitlements, and Travel Tax Exemptions, which require the approval of the office of the president)	Source <input type="checkbox"/> Internal <input checked="" type="checkbox"/> Project Grant Provisions <input checked="" type="checkbox"/> Airfare <input checked="" type="checkbox"/> Meals <input checked="" type="checkbox"/> Accommodation <input type="checkbox"/> Incidental Expenses <input type="checkbox"/> Pre-departure Expenses <input checked="" type="checkbox"/> Registration/ Participation Fee	<i>Remarks: Checked expenses to be shouldered by the sponsor and DTI. Other enroute/incidental expenses will be shouldered by PCC-VSU</i>

Evaluation Criteria or Benchmarks (Memorandum from the CHED OIC, March 5, 2018)

<p>5. Rationale as institutional strategy</p>	<p>Internationalization Dimensions Fulfilled by the Activity:</p> <p>Internationalization Engagement: <input type="checkbox"/> Articulated Institutional Commitment <input checked="" type="checkbox"/> International Relations and Reputation <input checked="" type="checkbox"/> International Visibility <input checked="" type="checkbox"/> Cultural Intelligence and Internationalization Awareness/Diversity <input checked="" type="checkbox"/> International Quality Assurance <input type="checkbox"/> Organizational Strategies and Policy Development</p>	<p>Cite specific relation to institutional strategy: The university's vision to be globally competitive requires staff members to be updated with latest technologies and innovations which can be obtained by access to platforms and networks.</p>
	<p>Learning and Discovery: <input checked="" type="checkbox"/> International Experience (Staff) <input type="checkbox"/> International Experience (Students) <input type="checkbox"/> Digital and Global Citizenship <input type="checkbox"/> Internationalized and Industry-based Curriculum <input type="checkbox"/> Non-conventional Instructional Delivery <input type="checkbox"/> Organizational Strategies and Policy Development</p>	<p>Participation in exhibits will provide staff with opportunity to obtain knowledge on latest trends and innovations as well as establish networks and access platforms that would enable development of relevant technologies.</p>
	<p>Innovation, Collaboration and Resource Generation: <input checked="" type="checkbox"/> Stakeholder Engagement <input checked="" type="checkbox"/> Special Program/ Project <input type="checkbox"/> External Resource Generation</p>	<p>Meet possible collaborators and forge linkages.</p>
<p>6. Value of the travel or mission</p>	<p>Local Commitment: <input type="checkbox"/> is a member-institution <input type="checkbox"/> is signatory <input checked="" type="checkbox"/> is part of the negotiation or agreements</p> <p>Nature of Sponsoring or Inviting Body: <input type="checkbox"/> International Organization <input type="checkbox"/> Academic Institution <input type="checkbox"/> Professional Institution <input type="checkbox"/> Research Institute <input checked="" type="checkbox"/> Government Entity Conference/ Training duly accredited by Accrediting Organization/Agency Recognized by Home Government <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Activities/topics to be discussed in the conference/meeting is in consonance with the thrust of SUC <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Details of the agreement/commitment:</p> <p>Date signed: 12 April 2023 Parties: DTI Programs covered: Shared Service Facility Obligations: To assure proper use and management of shared service facilities and participate in learning activities for proper utilization and development of facilities.</p>

7.Potential Partners	Nature of Potential Partners <input type="checkbox"/> International Organizations <input type="checkbox"/> Academic Institutions <input type="checkbox"/> Professional Institutions <input type="checkbox"/> Research Institutes <input checked="" type="checkbox"/> Government Entities	Explain value of these partner to HEI's Strategic Plan: Linkages with NGAs are part of VSU's 2017-2027 Strategic Plan in going global.
8. Level of participation necessary or mandate of the office of the SUC representative	Level of Participation <input type="checkbox"/> As requested by the inviting body <input type="checkbox"/> President <input type="checkbox"/> Vice President <input type="checkbox"/> Dean or Director <input checked="" type="checkbox"/> Faculty/ Staff <input type="checkbox"/> Student (s) <input type="checkbox"/> Based on the University designation/ mandate Required Number of Participants <input type="checkbox"/> Minimum ___ <input type="checkbox"/> Maximum ___	Submitted Comprehensive Report for Previous Travel: <input type="checkbox"/> Complied <input type="checkbox"/> Not Complied <input checked="" type="checkbox"/> Not Applicable Date reported to the Board of previous travel: _____ Action Taken by the Board: a. Policy Recommendation: b. Program Development:
	If with a delegation, enumerate the specific role each member will perform:	
9. Recommendation for future actions/proposed re-entry plan? <input type="checkbox"/> policy recommendation <input type="checkbox"/> project output <input type="checkbox"/> collaboration <input type="checkbox"/> Specify:		
10. Recommendations/Comments: <input type="checkbox"/> Recommended <input type="checkbox"/> Not recommend		

Evaluated By:



FRANCISCO G. GABUNADA JR.
Center Director, PCC-VSU
HEI officer responsible for coordinating, facilitating and leading the implementation of international agreements, commitments and internationalization programs

Recommending Approval:



PROSE IVY G. YEPES
SUC President

PCC Form No. 01 (Travel Order)



PHILIPPINE CARABAO CENTER

Visayas State University
Visca, Baybay City, Leyte

Date: May 17, 2024

Ivy Fe M. Lopez Signature:
(Name)

Designation: SSRS

Destination: Bangkok, Thailand

Date of Travel June 11-16, 2024

Purpose attendance tp ProPak Asia 2024 International trade and exhibit

Estimated Expenses: P _____

Source of Funds: _____

Transportation:

- Public Conveyance
- Personal Vehicle
- PCC Vehicle

RECOMMENDING APPROVAL:

FRANCISCO G. GABUNADA JR.
Head/ Center Director

FRANCISCO G. GABUNADA JR.
In charge of Funds

APPROVED:

PROSE IVY G. YEPES
VSU President

*Subject to CATSD-1AS
validity of legitimacy
& BOM approval
Jup*

PCC Form No. 01 (Travel Order)



PHILIPPINE CARABAO CENTER

Visayas State University
Visca, Baybay City, Leyte

Date: May 17, 2024

Ivy Fe M. Lopez Signature:
(Name)

Designation: SSRS

Destination: Bangkok, Thailand

Date of Travel: June 11-16, 2024

Purpose: attendance tp ProPak Asia 2024 International trade and exhibit

Estimated Expenses: P _____

Source of Funds: _____

Transportation:

- Public Conveyance
- Personal Vehicle
- PCC Vehicle

RECOMMENDING APPROVAL:

FRANCISCO G. GABUNADA JR.
Head/ Center Director :

FRANCISCO G. GABUNADA JR.
In charge of Funds

APPROVED:

PROSE IVY G. YEPES
VSU President

*Subject to CATSD-1AS
validity of legitimacy
& BOM approval.
Jup*



#198141 5/22/24
1185

ACADEMIC STAFF
RECOMMENDED FOR TRAVEL ABROAD FOR
Per VSFC-AS Res. No. 281 dated May 20, 2024

Dept.	Name	Position/Designation	Date of Travel	Date of VSFC-AS Meeting
QAC	Dr. Joel Rey U. Acob	Director of the Quality Assurance Center	June 10-13, 2024	May 20, 2024
OVPREI	Dr. Santiago T. Peña, Jr.	Vice President for Research, Extension & Innovation		

Submitted by:

ROTACIO S. GRAVOSO
VP for Academic Affairs &
Chairperson of VSFC-AS

Recommending approval:

PROSE IVY G. YEPES, EdD.
University President

NOTE:

The VSFC-AS through its meeting dated May 20, 2024 recommended to the recommendation of Dr. Prose Ivy G. Yepes, University President for **Dr. Joel Rey U. Acob**, the Director of the Quality Assurance Center and **Dr. Santiago T. Peña, Jr.**, Vice President for Research, Extension & Innovation to attend the **"Global Sustainable Development Congress"** organized by The ASEAN Universities Network (AUN) Secretariat and THE WORLD UNIVERSITIES INSIGHTS LIMITED (THE) on June 10-13, 2024 in Bangkok, Thailand to be charged to Internationalization Fund, subject to BOR approval through UADCO.



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION

Reference no: SUC 2024-05-785

17 May 2024

PROSE IVY G. YEPES, EdD

University President
Visayas State University
Baybay City, Leyte

Dear **Dr. Yepes:**

This pertains to the foreign travel of **Dr. Joel Rey U. Acob** and **Dr. Santiago T. Peña Jr.** in the “Global Sustainable Development Congress” from 10-13 June 2024 in Thailand, which was submitted to this office for assessment pursuant to the Memorandum from the Commission dated 24 July 2018 titled “Guidelines for Securing Authority to Travel Abroad for State Universities and Colleges.”

Upon evaluation, we deem that the Global Sustainable Development Congress is bona fide, valid and credible. It is organized by Times Higher Education (THE), a reputable company specializing in the analysis of higher education institutions around the world. We note that Time Higher Education international ranking is recognized by CHED. Moreover, participation of VSU will widen its networks and linkages for internationalization.

In view of the participation of Dr. Acob and Dr. Peña Jr., please be advised that the role must be specified to justify their participation pursuant to Executive Order No. 77 on the “Prescribing Rules and Regulations and Rates of Foreign Expenses and Allowances for Official Local and Foreign Travels of Government Personnel”. Kindly submit a list indicating the specific participation of each member of the delegation.

Our Office hereby emphasizes that based on aforesaid Executive Order, official local or foreign travels and assignments shall cover only those which meet the following criteria:

1. It is essential to the effective performance of an official or employee's mandates or functions;
2. It is required to meet the needs of the department, agency, bureau or office, or there is substantial benefit to be derived by the State;
3. The presence of the official or employee is critical to the outcome of the meeting, conference seminar, consultation or any official activity to be attended;
4. The projected expenses are not excessive or involve minimum expenditure.

Kindly note that the assessment stated herein refers only to the legitimacy of the activity. We would like to clarify that the Board of Trustees/Regents of your school reserves the right to approve attendance in such activity upon submission of recommendation and certification from the OVPAA/SUC Director for international affairs that the activity is connected to the institution's Strategic Internationalization Plan and endorsement from the SUC President to the BOR.

Verification of release and approval may be checked at <https://bit.ly/SUCstogo>.

Under the authority of IAS Director:

INTERNATIONAL AFFAIRS SERVICE

Commission on Higher Education
55 HEDC BLDG. C.P. Garcia Ave.
Diliman, Quezon City
+63 2 8441-0750



16 May 2024

Dr. Ethel Agnes P. Valenzuela
Chairperson
Commission on Higher Education
HEDC Bldg., C.P. Garcia Ave.
UP Diliman, Quezon City

Thru: **ATTY. LILY FREIDA M. MILLA, CESO IV**
Director III
International Affairs Staff

Dear **Dr. Valenzuela**:

Warm greetings!

The ASEAN Universities Network (AUN) Secretariat and THE WORLD UNIVERSITIES INSIGHTS LIMITED (THE) are organizing the **Global Sustainable Development Congress** in Bangkok, Thailand on June 10-13, 2024. This congress will convene over 3,000 leaders across higher education, government, business and civil society to formulate innovative solutions to pressing sustainability challenges. VSU as one of the members of the AUN community is invited to participate in this congress.

In this connection, the undersigned would like to recommend Dr. Joel Rey U. Acob, the Director of the Quality Assurance Center and Dr. Santiago T. Peña, Jr., Vice President for Research, Extension & Innovation to attend this congress. The expenses incurred to be charged to Internationalization fund.

Very truly yours,


PROSE IVY G. YEPES
President

Evaluation Form for the Necessity of Foreign Travel for State Universities and Colleges

Title of Travel: To attend the Global Sustainable Development Congress organized by AUN and THE on June 10-13, 2024 at Bangkok, Thailand

Attendee/s: Dr. SANTIAGO T. PENA

54 y.o

Date of Last Travel:

Dr. JOEL REY U. ACOB

INDICATORS	CONSIDERATIONS	REMARKS
<i>Memorandum Circular No. 35, s. 2017 (Office of the President of the Philippines)</i>		
1. The purpose of the trip is strictly within the mandate of the requesting official of employee.	[<input checked="" type="checkbox"/>] Yes [] No	[<input checked="" type="checkbox"/>] Complied [] Not Complied
2. The trip is expected to bring substantial benefit to the country.	[<input checked="" type="checkbox"/>] Yes [] No	[<input checked="" type="checkbox"/>] Yes [] No
3. The trip's projected expenses are not excessive and in accordance with EO 298 "Amending Further Executive Order No. 248 Dated May 29, 1995 as Amended by Executive Order No. 248-A Dated August 14, 1995, Which Prescribes Rules and Regulations and New Rates of Allowances for Official Local and Foreign Travels of Government Personnel", Section 8 of EO 298 on UNDP Index and Chapter 5 "Travel Expenses" of the "Training Handbook on Government Expenditures" (2011).	[<input checked="" type="checkbox"/>] Yes [] No	[<input checked="" type="checkbox"/>] Complied [] Not Complied Total amount of expenses: Travel expenses will be shouldered by VSU through the Internationalization Funds
4. Source of funding (in accordance with the ff. issuances: -EO No. 248 dated May 29, 1995, as amended by EO 248-A dated August 14, 1995, and EO 298 dated March 23, 2004, prescribing rules and regulations and new rates of allowances for official local and foreign travels of government personnel" -Memorandum Circular No. 35 s. 2017, Clarifying and Reinforcing Existing Rules and Regulations on Foreign Travel Authorities, Travel Entitlements, and Travel Tax Exemptions, which require the approval of the office of the president)	Source [<input checked="" type="checkbox"/>] Internal [] Project Grant Provisions [<input checked="" type="checkbox"/>] Airfare [<input checked="" type="checkbox"/>] Meals [<input checked="" type="checkbox"/>] Accommodation [<input checked="" type="checkbox"/>] Incidental Expenses [<input checked="" type="checkbox"/>] Pre-departure Expenses [<input checked="" type="checkbox"/>] Registration/ Participation Fee	Remarks:
<i>Evaluation Criteria or Benchmarks (Memorandum from the CHED OIC, March 5, 2018)</i>		

	Learning and Discovery: <input type="checkbox"/> International Experience (Staff) <input type="checkbox"/> International Experience (Students) <input type="checkbox"/> Digital and Global Citizenship <input type="checkbox"/> Internationalized and Industry-based Curriculum <input type="checkbox"/> Non-conventional Instructional Delivery <input type="checkbox"/> Organizational Strategies and Policy Development	The outputs of this Congress will be helpful to VSU in addressing the different SDGs under the United Nations SDGs and a benchmark information for quality assurance procedures of other partners which might be helpful to VSU setting. Furthermore, attendance to this activity may create future linkages to prospective partners.
	Innovation, Collaboration and Resource Generation: <input checked="" type="checkbox"/> Stakeholder Engagement <input checked="" type="checkbox"/> Special Program/ Project <input type="checkbox"/> External Resource Generation	Meet possible collaborators and forged linkages
6. Value of the travel or mission	International Commitment: <input type="checkbox"/> is a member-institution <input type="checkbox"/> is signatory <input type="checkbox"/> is part of the negotiation or agreements Nature of Sponsoring or Inviting Body: <input type="checkbox"/> International Organization <input type="checkbox"/> Academic Institution <input type="checkbox"/> Professional Institution <input type="checkbox"/> Research Institute <input type="checkbox"/> Government Entity Conference/ Training duly accredited by Accrediting Organization/Agency Recognized by Home Government <input type="checkbox"/> Yes <input type="checkbox"/> No Activities/topics to be discussed in the conference/meeting is in consonance with the thrust of SUC <input type="checkbox"/> Yes <input type="checkbox"/> No	Details of the agreement/commitment: Date signed: Parties: Programs covered: Obligations:
7. Potential Partners	Nature of Potential Partners <input checked="" type="checkbox"/> International Organizations <input checked="" type="checkbox"/> Academic Institutions <input type="checkbox"/> Professional Institutions <input type="checkbox"/> Research Institutes <input type="checkbox"/> Government Entities	Explain value of these partner to HEI's Strategic Plan: International linkages are part of VSU's 2017-2027 Strategic Plan in going global.
8. Level of participation necessary or mandate of the office of the SUC representative	Level of Participation <input type="checkbox"/> As requested by the inviting body <input type="checkbox"/> President <input type="checkbox"/> Vice President <input type="checkbox"/> Dean or Director <input type="checkbox"/> Faculty/ Staff <input type="checkbox"/> Student (s) <input type="checkbox"/> Based on the University designation/ mandate Required Number of Participants <input type="checkbox"/> Minimum 1 <input type="checkbox"/> Maximum (as many as the SUC could support)	Submitted Comprehensive Report for Previous Travel: <input type="checkbox"/> Complied <input type="checkbox"/> Not Complied <input checked="" type="checkbox"/> Not Applicable Date reported to the Board of previous travel: Action Taken by the Board: a. Policy Recommendation: b. Program Development:
	If with a delegation, enumerate the specific role each member will perform: Both will be attending as participants to this congress.	
9. Recommendation for future actions/proposed re-entry plan? <input type="checkbox"/> policy recommendation <input type="checkbox"/> project output <input checked="" type="checkbox"/> collaboration <input type="checkbox"/> Other		


Specify: **Establish linkages and strengthen networks among international prospective partners**

10. Recommendations/Comments:

Recommended

Not recommended

Evaluated By:


ROTACIO S. GRAVOSO ⁰¹⁰ 05/15/24

VP for Academic Affairs

HEI officer responsible for coordinating, facilitating and leading the implementation of international agreements, commitments and internationalization programs

Recommending Approval:


PROSE IVY G. YEPES ⁰¹⁰ 05/15/24

SUC President



Office of the President <op@vsu.edu.ph>

OP #057
5/14/24

Fwd: Cordially invite you to attend the Global Sustainable Development Congress being held in Bangkok, Thailand from June 10-13, 2024.

2 messages

International Affairs Office VSU <intl@vsu.edu.ph>
To: Office of the President <op@vsu.edu.ph>

Mon, Feb 26, 2024 at 9:05 AM

----- Forwarded message -----

From: **AUN Achavadee** <aun.achavadee@gmail.com>

Date: Thu, Feb 22, 2024 at 6:09 PM

Subject: Cordially invite you to attend the Global Sustainable Development Congress being held in Bangkok, Thailand from June 10-13, 2024.

To: <info@unissa.edu.bn>, <info@usea.edu.kh>, <csomala@cam-ed.com>, <ico@apps.ipb.ac.id>, <io@ub.ac.id>, Administrasi QA eks PJM <adm_qa@its.ac.id>, <io@live.undip.ac.id>, <dia@upi.edu>, <lrpo@lspr.edu>, <internationaloffice@unhas.ac.id>, <io@uin-suka.ac.id>, <iro@umm.ac.id>, <director_kpi@unit.uns.ac.id>, <dlubis@binus.edu>, <international@uii.ac.id>, <io@adm.unand.ac.id>, <international@unit.ubaya.ac.id>, <oia@um.ac.id>, <international.office@uny.ac.id>, <io@mail.unnes.ac.id>, <international.office@unp.ac.id>, <oia@uad.ac.id>, <adre.zaif@atmajaya.ac.id>, <pkli@kpa.unila.ac.id>, <info@uin-malang.ac.id>, <info@jayabaya.ac.id>, <int.office@ums.ac.id>, <global@umn.ac.id>, <oia@unesa.ac.id>, <kuikk@trisakti.ac.id>, <internationaloffice@uinsgd.ac.id>, <bhp@umy.ac.id>, <info@io.telkomuniversity.ac.id>, <io@usd.ac.id>, <international@unud.ac.id>, <io-director@petra.ac.id>, <international-office@ukwms.ac.id>, <oia@unsyiah.ac.id>, <mwiryanastaff.gunadarma.ac.id>, <internationaloffice@unej.ac.id>, <sangkertadi@unsrat.ac.id>, <io@perbanas.ac.id>, **Dr. Fahmi** <fahmimn@usu.ac.id>, <humas@unlirta.ac.id>, <iooffice@walisongo.ac.id>, <oscakl@utm.my>, <ssdnaing@gmail.com>, <irdepartment.ttu@gmail.com>, <thirithiri19791979@hbtu.edu.mm>, <memethein.m72@gmail.com>, <ucoop.thanlyin@gmail.com>, **Teresa R. 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Dear AUN QA Associate Member Universities,

The ASEAN Universities Network (AUN) Secretariat and THE WORLD UNIVERSITIES INSIGHTS LIMITED (THE) cordially invite you to attend **the Global Sustainable Development Congress being held in Bangkok, Thailand from June 10-13, 2024**. This premier congress convenes over 3,000 thought leaders across higher education, government, business, and civil society to formulate innovative solutions to pressing sustainability challenges. By urgently acting in service of the United Nations Sustainable Development Goals, we can collectively build a more equitable and resilient future.

As a member of the AUN community, we are pleased to invite you to attend the event in Bangkok

For any additional information please visit

Twitter: @THEworldsummits **Facebook:** @timeshighereducation **LinkedIn** @times-higher-education and

Official website: <https://www.timeshighered-events.com/gsd-congress-2024>

Venue & travel information: <https://www.timeshighered-events.com/gsd-congress-2024/page/2876814/location>

Accommodation

We've secured discounted rates with a few hotels close to the congress venue exclusively for GSDC delegates, you can find out more [here](#). The recommended hotel for hosts, partners and speakers will is [Bangkok Marriott Marquis Queen's Park, 199 Sukhumvit Soi 22, Klong Ton, Klong Toey, Bangkok 10110](#). We have secured the discounted price of **3,993 THB/night (~US\$110/night)**. To avail the discount, please book by **27 May 2024**.

We sincerely hope you are able to take advantage of this timely offer and represent your esteemed institution at this momentous congress. Please confirm your registration at your earliest convenience.

Please accept our highest appreciation as we work together in harmonious and purposeful actions towards sustainable global development.

Yours sincerely,
The AUN Secretariat

Achavadee Wiroonpetch (Mrs)

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GLOBAL SUSTAINABLE
DEVELOPMENT
CONGRESS

Association partner



10 – 13 June 2024 | Bangkok, Thailand

Uniting higher education, governments, industry and civil society

Join a global community of 3,000+ sustainability leaders from academia, governments, industry and society for four days of collective discussion to address the sustainability crisis.

The event will feature the exclusive reveal of the THE Impact Rankings 2024.



Digital
revolution for
sustainable
development



Education,
gender and
inequality



Energy
decarbonization
and sustainable
industry



Health,
well-being and
demography



Sustainable
cities and
communities



Sustainable
food, land,
water and
oceans

#GSDcongress



Itinerary of Travel and Travel Cost Estimate for Bangkok, Thailand

June 8-15, 2024 (local and international travel)

Purpose: To participate in the **Global Sustainable Development Congress** organized by ASEAN Universities Network (AUN) and The World Universities Insights Limited (THE).

Date	Destination	Schedule	Vehicle	Estimated Cost (PhP)
June 8, 2024	VSU – Tac Airport	12:00 – 3:00 pm	RP Vehicle	
	Tacloban - Manila	4:00 p.m – 5:15 p.m	Plane	15,000.00
			<i>Per diem</i>	1,760.00
June 9, 2024	Manila -Bangkok	9:40 a.m – 12:15 p.m	Plane	400 USD (round trip fare) x P57.87 (as of May 14, 2024 conversion rate) 23,148.00
June 9-14	At Bangkok			248.00 USD x 57.87 (as of May 14, 2024) 14,351.76 x 6 = 86,110.86
June 14	Bangkok-Manila	1:30 p.m – 5:00 p.m	Plane	
			<i>Per diem</i>	1,320.00
June 15	Manila-Tacloban	11:00 a.m- 12:00 noon	Plane	
			<i>Per diem</i>	660.00
	Tacloban - VSU		RP Vehicle	
			Total	127,998.86 / person
			Grand Total	256,107.72 for two persons

Prepared by:



MARIA ELSA M. UMPAD
OP

X THAILAND

[Post Adjustment](#)
[Daily Subsistence Allowance](#)
[Hardship Classification](#)
[Danger Pay](#)
[Non-family Duty Stations](#)

Area	DSA In US\$	Room as % of DSA	Survey Date
Bangkok	240	56%	1 December 2023
Bangkok (Mandarin Oriental)	530	72%	1 December 2023
Che Am	142	78%	1 December 2023
Chiang Mai	156	65%	1 December 2023
Hua Hin	212	54%	1 December 2023
Koh Samui	126	66%	1 December 2023
Krabi	194	64%	1 September 2019
Pattaya	151	66%	1 December 2023
Phuket (May - October)	313	65%	1 December 2023

Effective as of 1 May 2024 per Circular

 WorldData

[Map Disclaimer](#)

Latest Publications

- [DSA Circular](#)
1 May 2024
- [DSA History](#)
1 May 2024

Quicklinks

- [Upcoming Surveys](#)
- [Work with the UN](#)
- Standards of Conduct for the International Civil Service
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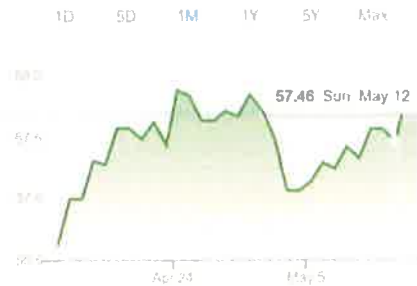
SafeSearch

1 United States Dollar equals

57.87 Philippine peso

May 14, 3:53 AM UTC · Disclaimer

United States Dollar
Philippine peso
57.87



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Feedback

Xe
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1 USD to PHP - Convert US Dollars to Philippine Pesos

Convert US Dollar to Philippine Peso : 5 USD, 289.077 PHP ; 10 USD, 578.155 PHP ; 25 USD, 1,445.39 PHP ; 50 USD, 2,890.77 PHP
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Check today's US Dollar to Philippine Peso exchange rate with Western Union's currency converter. Send USD and your receiver will get PHP in minutes.

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Current USD to PHP exchange rate equals 57.8100 Philippines Pesos per 1 Dollar. Today's range: 57.4500-57.8500. Yesterday's rate 57.4500. The change for today + ...

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<https://www.bsp.gov.ph> · statistics · external · day99

Daily Philippine Peso per US Dollar Rate



VISAYAS
STATE UNIVERSITY

BUDGET
OFFICE

CERTIFICATION

TO WHOM IT MAY CONCERN:

This is to certify that funds in the amount of **TWO HUNDRED FIFTY FIVE THOUSAND NINE HUNDRED NINETY SEVEN PESOS AND 72/100 CENTAVOS ONLY (P255,997.72)** is allotted and available for the payment of local and international travel expenses of **DR. PROSE IVY G. YEPES and company**, to participate in the Global Sustainable Development Congress organized by the ASEAN Universities Network (AUN) and The World Universities Insights Limited (THE) at Bangkok, Thailand on June 8-15, 2024. This amount will be charged to **Internationalization Fund (GF-IP-Travel 2024)**.

This certification is issued on the 16th day of May 2024 for whatever legal purpose it may serve.

Prepared by:


ALICIA M. FLORES
Head, Budget

Noted by:


LOUELLA C. AMPAC
Financial Management Director



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No. 24-22



24 May 2024

DR. ETHEL AGNES PASCUA-VALENZUELA

Commissioner, Commission on Higher Education
Chairperson, VSU Board of Regents

THRU: **ATTY. LILY FREIDA C. MACABANGUN-MILLA, CESO IV**

Commission on Higher Education-International Affairs Service

Dear **Commissioner Valenzuela:**

Greetings of peace and solidarity!

In line with the upcoming Global Sustainable Development Congress, scheduled to take place in Bangkok, Thailand, from June 10-13, 2024, Visayas State University (VSU) would like to extend its gratitude for the validation of travel of Dr. Santiago T. Peña, Vice President for Research, Extension, and Innovation, and Dr. Joel Rey Acob, Director for Quality Assurance Center through the endorsement of CHED IAS dated May 21, 2024.

However, due to urgent personal health matters that Dr. Peña's family needs to attend to, he will regrettably be unable to join the delegation. To ensure VSU is still effectively represented, Engr. Hanzel N. Mejia, Director of the International Affairs Office, will replace Dr. Peña and will accompany Dr. Acob on this engagement.

Should this request merit your kind approval, we further request that Dr. Acob will represent the undersigned. Therefore, his travel expenses shall be funded by CHED while the travel expenses of Engr. Mejia shall be charged against VSU funds.

Please do not hesitate to contact us through op@vsu.edu.ph should you require any further information or clarification regarding this change.

In anticipation of your consideration and understanding, let me thank you most sincerely.

Sincerely,

PROSE IVY G. YEPES, EdD
University President

RECEIVED
28 MAY 2024
N. OLS
UNIVERSITY PRESIDENT

OFFICE OF THE PRESIDENT

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Republic of the Philippines
OFFICE OF THE PRESIDENT

COMMISSION ON HIGHER EDUCATION

Reference No.: SUC 2024-05-893

30 May 2024

DR. PROSE IVY G. YEPES

University President
Visayas State University
Visca, Baybay City, Leyte

Dear **Dr. Yepes**:

This pertains to the foreign travel of **Engr. Hanzel N. Mejia** to participate in the “Times Higher Education Global Sustainable Development Congress” from 10 to 13 June 2024 in Bangkok, Thailand, which was submitted to this office for assessment pursuant to the Memorandum from the Commission dated 24 July 2018 titled “Guidelines for Securing Authority to Travel Abroad for State Universities and Colleges.”

Upon evaluation, we deem that the Times Higher Education Global Sustainable Development Congress is bona fide, valid and credible. It is organized by Times Higher Education (THE), a reputable company specializing in the analysis of higher education institutions around the world. We note that Time Higher Education international ranking is recognized by CHED.

May we remind your institution to adhere to the Executive Order No. 77 on the Prescribing Rules and Regulations and Rates of Foreign Expenses and Allowances for Official Local and Foreign Travels of Government Personnel which states that official local or foreign travels and assignments shall cover only those which meet the following criteria:

1. It is essential to the effective performance of an official or employee’s mandates or functions; for this purpose, the roles of each delegation member must be specified;
2. It is required to meet the needs of the department, agency, bureau or office, or there is substantial benefit to be derived by the State;
3. The presence of the official or employee is critical to the outcome of the meeting, conference seminar, consultation or any official activity to be attended;
4. The projected expenses are not excessive or involve minimum expenditure.

Kindly note that the assessment stated herein refers only to the legitimacy of the activity. We would like to clarify that the Board of Trustees/Regents of your school reserves the right to approve attendance in such activity upon submission of recommendation and certification from the OVPAA/SUC Director for international affairs that the activity is connected to the institution’s Strategic Internationalization Plan and endorsement from the SUC President to the BOR.

Verification of release and approval may be checked at <https://bit.ly/SUCstogo>.

Under the authority of IAS Director:

INTERNATIONAL AFFAIRS SERVICE

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