



**119<sup>TH</sup> BOARD OF REGENTS MEETING**

**BOR RESOLUTION NO. 63**  
Series of 2025

**GRANTING THE UNIVERSITY PRESIDENT AN AUTHORITY TO EXECUTE AND ENTER INTO A CONTRACT OF USUFRUCT WITH THE LOCAL GOVERNMENT UNIT OF VILLABA, AS DESCRIBED IN THE DOCUMENT HERETO ATTACHED AND MADE PART HEREOF**

**WHEREAS**, Section 7 (b) of Republic Act No. 9158, the university's enabling law, empowers the Governing Board to receive and appropriate all sums as may be provided, for the support of the University in the manner it may determine, in its discretion, to carry out the purposes and functions of the University;

**WHEREAS**, the Local Government Unit of Villaba owns a parcel of land consisting of a total area of 9,037 square meters, covered by Tax Declaration No. 08-41002-00355, identified as Lot No. 25, situated in the Municipal Compound, Barangay Poblacion Del Sur, Villaba, Leyte and all buildings thereon;

**WHEREAS**, the LGU-Villaba grants Visayas State University the usufructuary rights to use the remaining portion of 8,442 square meters of Lot No. 27 and the buildings thereon, with improvements for fifteen(15) years commencing from the date of execution of the contract;

**WHEREAS**, the University President is hereby authorized to execute the Contract of Usufruct, along with any related documents, agreements, or instruments necessary to implement and effect the same, on behalf of the University;

**WHEREAS**, the University's Legal Counsel finds nothing legally objectionable in the draft contract, the same is found in order, not contrary to law, morals, public policy, and public order;

**WHEREAS**, the University Administrative Council (UADCO) during its meeting on September 28, 2024 thoroughly discussed the proposal and consequently endorsed it for Board approval;

**WHEREAS**, finding the recommendation in order, the Governing Board agreed to authorize the University President to act on behalf of the University;


**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 grants the University President an authority to execute and enter into a Contract of Usufruct with the Local Government Unit of Villaba, the details of which are presented in the document attached as Annex "OO" and made part hereof;

**IN WITNESS** of our approval thereof, we affix our signatures this 29th day of April 2025 at VSU, Baybay City, Philippines.

GRANTING THE UNIVERSITY PRESIDENT AN AUTHORITY TO EXECUTE AND ENTER INTO A CONTRACT OF USUFRUCT WITH THE VISAYAS STATE UNIVERSITY CREDIT COOPERATIVE (VSUCC) FOR THE USE OF A 400-SQUARE-METER PORTION OF LAND, SITUATED WITHIN VISAYAS STATE UNIVERSITY LOT NO. 7241, AS DESCRIBED IN THE DOCUMENT HERETO ATTACHED AND  
MADE PART HEREOF  
Page 2 of 2

## 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


(Absent)


**HON. BERNADETTE REMALLA-MAYBITUIN**  
Representing Hon. **ALLAN PETER S. CAYETANO**  
Chairperson, Senate Committee on Higher,  
Technical and Vocational Education  
Member, VSU BOR

  
**HON. CARL NICOLAS C. CARI**  
Representing Hon. **MARK O. GO**  
Chairperson, Committee on Higher & Technical  
Education, House of Representatives  
Member, VSU BOR

  
**HON. MEYLENE C. ROSALES**  
Regional Director, Department of Economy,  
Planning and Development, RO VIII  
Member, VSU BOR

  
**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. RYAN C. ILAIDA**  
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. APPARRI, III**  
Member, VSU BOR  
Tacloban City, Leyte




**1<sup>st</sup> Endorsement**

October 22, 2024

Respectfully forwarded to **Ms. Hazelle Villa-Asaldo** , University Board Secretary, the attached referendum of the VSU Villaba Local Administrative Council for the Contract of USUFRUCT and SB Resolution to be included in the agenda in the 4<sup>th</sup> quarter UADCO meeting and for BOR approval.

The said referendum was favorably acted upon by the Local Administrative Council of VSU Villaba thru its referendum no. 1 dated October 21, 2024.

ENDORSED BY:

  
**MARIA JEHAN P. LIBRE, Ph.D.**  
Chairperson, VSU Villaba Local Administrative Council





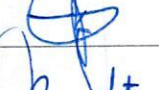
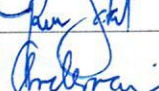
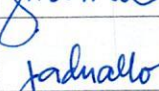
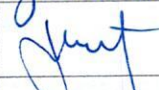
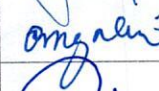

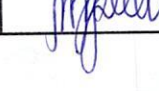

BOR ACTION: APPROVAL

  
**HAZELLE V. ASALDO**  
BOR & University Secretary  
2025-119**HUMAN RESOURCE MANAGEMENT  
OFFICE**

Visayas State University, Villaba, Leyte  
Email: villaba@vsu.edu.ph  
Website: www.vsu.edu.ph  
Phone: +63 950 779 9865

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**FM-VSU-03**  
v2 05-09-2023  
No. **24-37**

**REFERENDUM TO ENDORSE OUR CONTRACT OF USUFRUCT FOR THE 4TH UADCO  
MEETING AND THE SAME TO THE VSU BOARD OF REGENTS**

	LOCAL ADCO MEMBERS	IN FAVOR	NOT IN FAVOR
1	ADOLFO, Junnarie C. - Head, Librarian		
2	ARANEZ, Icolyn V. - Head, Gender and Development	on leave	
3	AYO, Daphne Laine D. - Head, Budget		
4	CAPON, Daisy S. - Director, REIC		
5	COMPRADO, Judemil S. - OIC Head, Quality Assurance		
6	DILLERA, Niño D. - Head, IMD		
7	DEMAIN, Kier Lambert B. - Head, Dept. Crop Science		
8	DEMAIN, Sheena Lee M. - Head, DTE		
9	DUALLO, Jessica A. - Head, Dept. AnSci		
10	FLORENTINO, Nicolasa N. - Dean, CAS		
11	GALICIA, Vivian M. - Head, General Services		
12	INOT, Criselda B. - OIC, Dir. Admin. & Finance		
13	LIBRE, Maria Jehan P. - Chairperson		

BOR ACTION: APPROVAL



**REFERENDUM TO ENDORSE OUR CONTRACT OF USUFRUCT FOR THE 4TH UADCO  
 MEETING AND THE SAME TO THE VSU BOARD OF REGENTS**

	LOCAL ADCO MEMBERS	IN FAVOR	NOT IN FAVOR
14	MALIPER, Carmella D. - Head, HRMO	<i>[Signature]</i>	
15	MARQUEZ, Jolly Conversion D. - Chief Health Services	<i>[Signature]</i>	
16	MONTILLA, Manilyn O. - Head, Records and Archieves	<i>[Signature]</i>	
17	MONSANTO, Gerald B. - Dean, CTEAS	<i>[Signature]</i>	
18	MONSANTO, Jonathan Q. - Head, DRRM	<i>[Signature]</i>	
19	PARAMI, Shemer D. - Head, Infra. Dev.	<i>[Signature]</i>	
20	SIMBAJON, Sheryl P. - Head, Supply	<i>[Signature]</i>	
21	SINAMBONG, Adonis J. - Head, Culture and Arts	<i>[Signature]</i>	
22	TUMAMAK, Anita B. - Head, Cashier	<i>[Signature]</i>	
23	URGEL, Niño Zenas L. - Head, Security Services	<i>[Signature]</i> On Leave	
24	VERAL, John Anthony F. - Head, MIST	<i>[Signature]</i>	
25	YOCTE, Juls King Anthony C. - Head, Income Gen. Project	<i>[Signature]</i>	

BOR ACTION: APPROVAL

July 16, 2024

**HON. CARLOS G. VELOSO**

Municipal Mayor  
Villaba, Leyte

Dear Mayor Veloso:

Good day!

This is about the need of VSU Villaba to attract more students and enrol in our institution. In this connection, I would like to request in your good office to allow us to use the eight thousand four hundred forty-two square meters (8,442 sq. meters) of the parcel of land including the buildings and facilities of the LGU Villaba which is located in Poblacion Del Sur, Villaba, Leyte. With this, I am hopeful to offer additional programs needed in our community.

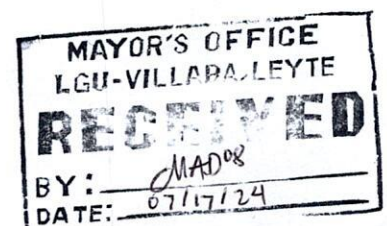
I am hoping for your favorable action on this request.

Thank you.

Very truly yours,

  
**MARIA JEHAN R. LIBRE**  
Chancellor

BOR ACTION: APPROVAL

  
**HAZELLE V. ASALDO**  
BOR & University Secretary  
2025-119



## CONTRACT OF USUFRUCT

**KNOW ALL MEN BY THESE PRESENTS:**

This **CONTRACT OF USUFRUCT** is made and executed this \_\_\_\_ day of \_\_\_\_\_ 2024, by and between:

The **LOCAL GOVERNMENT UNIT OF VILLABA (LGU) – MUNICIPALITY OF VILLABA**, duly organized and existing under the laws of the Republic of the Philippines, with office address *at Sitio Cayangian, Brgy. Poblacion Del Norte, Villaba Leyte*, represented herein by its **MUNICIPAL MAYOR, ENGR. CARLOS G. VELOSO**, hereinafter referred to as the "**OWNER**";

-and-

The **VISAYAS STATE UNIVERSITY**, an educational institution established under Presidential Decree No. 470 as amended by Presidential Decree No. 700 and converted into a state university by virtue of Republic Act No. 9158 and renamed as **VISAYAS STATE UNIVERSITY**, with office address *at Baybay City, Leyte* represented herein by **DR. PROSE IVY G. YEPES**, hereinafter referred to as the "**USUFRUCTUARY**".

**WITNESSETH:**

**WHEREAS**, the **OWNER** is the lawful owner of a parcel of land consisting of total area of **NINE THOUSAND THREE HUNDRED SEVEN SQUARE METERS (9,307 SQ.M.)** covered by **TAX DECLARATION NO. 08-41002-00355**, identified as **LOT NO. 27**, situated in the **Municipal Compound, Barangay Poblacion Del Sur, Villaba, Leyte** and all the buildings thereon;

**WHEREAS**, portions of the said parcel of land have been donated and are currently occupied as follows: *(1) four hundred sixty-five square meters (465 sq.m.) occupied by the Bureau of Fire Protection; (2) one hundred square meters (100 sq. m.) occupied by the Philippine National Police; (3) and three hundred square meters (300 sq.m.) occupied by the Municipal Circuit Trial Court;*

BOR ACTION: APPROVAL

  
HAZELLE V. ASALDO  
BOR & University Secretary  
2025-119

**WHEREAS**, the **USUFRUCTUARY** needs additional land and buildings to further its educational and institutional activities and has requested the **OWNER** to allow it to use the remaining portion of the said parcel of land and the buildings thereon;

**WHEREAS**, the **OWNER** has agreed to grant the **USUFRUCTUARY** the right to use and enjoy the remaining portion of the said parcel of land and the buildings thereon for a period of fifteen (15) years under the terms and conditions hereinafter set forth.

**WHEREAS**, pursuant to **Villaba SB RESOLUTION NO. \_\_\_\_** dated \_\_\_\_\_, the **OWNER** has been authorized to sign, execute, and deliver this Contract of Usufruct for and on behalf of the Local Government Unit of Villaba;

**WHEREAS**, pursuant to **RESOLUTION NO. \_\_\_\_** dated \_\_\_\_\_, the **USUFRUCTUARY** has been authorized to sign, execute, and deliver this Contract of Usufruct for and on behalf of the Visayas State University

**NOW, THEREFORE**, for and in consideration of the foregoing premises, the parties hereby agree as follows:

**1. GRANT OF USUFRUCT** - The **OWNER** hereby grants to the **USUFRUCTUARY** the right to use and enjoy the remaining portion of Lot No. 27 and the buildings thereon, with improvements, for a period of fifteen (15) years commencing from the date of execution of this Contract.

**2. OBLIGATIONS OF THE USUFRUCTUARY**

- i. The **USUFRUCTUARY** shall use the property exclusively for educational and institutional purposes or as intended.
- ii. The **USUFRUCTUARY** shall maintain the property, including any improvements thereon, in good condition and shall undertake any necessary repairs and maintenance at its own expense.

BOR ACTION: APPROVAL

  
HAZELLE V. ASALDO  
BOR & University Secretary  
2025-119



- iii. The USUFRUCTUARY shall not introduce any permanent improvements on the property without the prior written consent of the OWNER.

**3. OBLIGATIONS OF THE OWNER-** The OWNER shall deliver the property to the USUFRUCTUARY in its present condition and shall ensure the USUFRUCTUARY's peaceful possession and enjoyment of the property during the term of this Contract.

**4. TERMINATION** - This Contract shall terminate upon the expiration of the fifteen (15) year term, unless earlier terminated by mutual agreement of the parties or by the occurrence of any of the following events:

- i. The USUFRUCTUARY fails to comply with any of the terms and conditions of this Contract.
- ii. The USUFRUCTUARY ceases to use the property for the purposes stated herein.
- iii. Any other event that renders the continued usufruct impractical or impossible.

## **5. MISCELLANEOUS PROVISIONS**

- a. This Contract shall be governed by and construed in accordance with the laws of the Republic of the Philippines.
- b. This Contract constitutes the entire agreement between the parties and supersedes any prior agreements or understandings, whether oral or written.
- c. Any amendment or modification of this Contract shall be in writing and signed by both parties.

- d. Any disputes arising from this contract shall be resolved through mediation or arbitration, as agreed upon by the parties.
- e. Neither party shall be held liable for delays or non-performance due to events beyond their control, such as natural disasters, war, or other force majeure events.

**IN WITNESS WHEREOF**, the parties have hereunto set their hands on the date and at the place first above written.

**LOCAL GOVERNMENT UNIT**  
**Municipality of Villaba**  
(OWNER)

**VISAYAS STATE UNIVERSITY**  
**Baybay City, Leyte**  
(USUFRUCTUARY)

By:

By:

**ENGR. CARLOS G. VELOSO**  
Municipal Mayor

**DR. PROSE IVY G. YEPES**  
University of President

**SIGNED IN THE PRESENCE OF:**

**MR. TEDDY L. VAPOR**  
HRMO/Municipal Administrator

**DR. MA. JEHAN P. LIBRE**  
Chancellor, VSU - Villaba

BOR ACTION: APPROVAL

  
**HAZELLE V. ASALDO**  
BOR & University Secretary  
2025-119



## ACKNOWLEDGMENT

Republic of the Philippines)

\_\_\_\_\_)

\_\_\_\_\_ ) S.S.

**BEFORE ME, a Notary Public** for and in \_\_\_\_\_,  
Philippines, this \_\_\_\_ day of \_\_\_\_\_, **20**, personally appeared:

NAME	IDENTIFICATION DOCUMENT/NO.
<b>ENGR. CARLOS G. VELOSO</b>	<b>SENIOR CITIZEN NO. 24-190071422</b>
<b>DR. PROSE IVY G. YEPES</b>	

Who satisfactorily proved to me their identity through the identification indicated opposite their names, and who are the same persons that executed and voluntarily signed the foregoing Contract of Usufruct, which they acknowledged before me as their free and voluntary act and deed.

The foregoing Contract of Usufruct, consisting of **five (5)** pages including the page on which this acknowledgment is written, has been signed on every page thereof by the parties and their instrumental witnesses, with my notarial seal.

**WITNESS MY HAND AND SEAL**, on the date and at the place first above written.

Doc. No. \_\_\_\_;  
Page No. \_\_\_\_;  
Book No. \_\_\_\_;  
**Series of 20** \_\_\_\_.

BOR ACTION: APPROVAL

  
**HAZELLE V. ASALDO**  
BOR & University Secretary  
2025-119



September 23, 2024

**DR. PROSE IVY G. YEPES**

President

Visayas State University

Baybay City

Dear Dr. Yepes:

We respectfully transmit herewith one (1) original copy of:

**RESOLUTION NO. 11, S- 2024** - entitled: "REVISING RESOLUTION NO. 116, S. 2024-2025, GRANTING ENGR. CARLOS G. VELOSO, MUNICIPAL MAYOR, AUTHORITY TO ENTER INTO AND SIGN A CONTRACT OF USUFRUCT REPRESENTING THE MUNICIPALITY OF VILLABA, LEYTE, HEREIN REFERRED TO AS "OWNER" WITH DR. PROSE IVY G. YEPES, PRESIDENT, VISAYAS STATE UNIVERSITY, HEREIN REFERRED TO AS "USUFRUCTUARY", "

for your information and appropriate action.

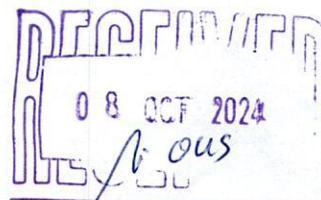
Best regards.

Very truly yours,

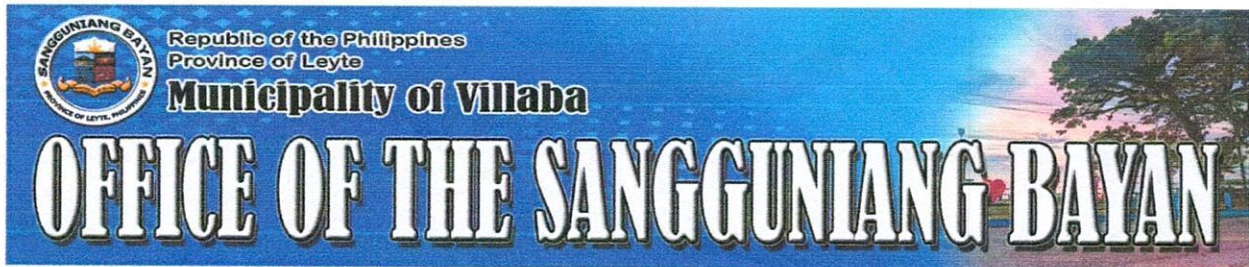
**MC QUIRIE P. UMPAD**  
Secretary to the Sangguniang Bayan

BOR ACTION: APPROVAL

**HAZELLE V. ASALDO**  
BOR & University Secretary  
2025-119







**RESOLUTION NO. 11, S. 2024**

**REVISING RESOLUTION NO. 116, S. 2024-2025, GRANTING ENGR. CARLOS G. VELOSO, MUNICIPAL MAYOR, AUTHORITY TO ENTER INTO AND SIGN A CONTRACT OF USUFRUCT REPRESENTING THE MUNICIPALITY OF VILLABA, LEYTE, HEREIN REFERRED TO AS "OWNER" WITH DR. PROSE IVY G. YEPES, PRESIDENT, VISAYAS STATE UNIVERSITY, HEREIN REFERRED TO AS "USUFRUCTUARY"**

**WHEREAS**, Section 444, (b), (1) of the Local Government Code of 1991 (R.A. 7160) provides that the municipal mayor as the chief executive of the municipality shall, for efficient, effective and economical governance the purpose of which is the general welfare of the people, exercise an all-out supervision and control over every program, project, service and activity of the municipal government;

**WHEREAS**, Section 447, (1), (VI) of the same code likewise provides that the sangguniang bayan, as the legislative body of the municipality, shall approve ordinances and pass resolutions necessary to carry out the objectives of the municipal government and, in this connection, shall prescribe the reasonable limits and restraints on the use of property within its territorial jurisdiction;

**WHEREAS**, LGU-Villaba, referred to as the OWNER, is possessed of a parcel of land in Poblacion Del Sur, having an area of nine thousand, three hundred seven square meters (9,307 sq. m.) covered by TD No. 08 41002 00355, the location of the erstwhile municipal compound which was vacated at the time that a new political administrative center has been established at Sitio Cayangian, Poblacion Del Norte, Villaba, Leyte;

**WHEREAS**, the foregoing transfer of the seat of government of Villaba caused the LGU to leave behind its still usable infrastructures - buildings and facilities - as well as those areas donated and are currently occupied as:

1. Four hundred sixty- five square meters (465 sq.m.) by the Bureau of Fire Protection;
2. One hundred square meters (100sq.m.) by the Philippine National Police; and
3. Three hundred square meters (300sq.m.) by the Municipal Circuit Court;

**WHEREAS**, the Visayas State University, referred to as USUFRUCTUARY, formally made a request for the OWNER to allow the University to use the remaining portion of eight hundred sixty-five square meters (8,442 sq.m.) of the parcel of land for its VSU site including the buildings and facilities therein;

**WHEREAS**, the OWNER hereby granted the right to use the right to avail of the remaining portion of the parcel of land registered in its name;

**WHEREAS**, the parties involved herein have agreed to comply with the required covenant and ratify the same in favor of the USUFRUCTUARY; and

**WHEREAS**, the Municipal Mayor of LGU-Villaba is endowed with legal power, upon authorization by the sangguniang bayan, to represent the municipality in all its business



transactions and sign on its behalf all bonds, contracts, and obligations made pursuant to Section 444, (b), (1), (VI), Chapter 3 of R.A. 7160,

**WHEREFORE**, on motion by the Hon. Rogelio J. Baay, Chairman, SB Committee on Education, duly seconded by Hon. Felipe S. Casas, Sr., Be it

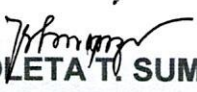
**RESOLVED**, As the Sangguniang Bayan in regular session assembled hereby resolved, that Engr. Carlos G. Veloso, Municipal Mayor, be vested authority to enter into and sign a Contract of Usufruct, representing the municipality of Villaba, Leyte, as OWNER with Dr. Prose Ivy G. Yepes, President, Visayas State University as USUFRUCTUARY.

**RESOLVED, FURTHER**, that properly certified copies of this resolution be furnished the Local Chief Executive of Villaba, Leyte, and the VSU President for their reference and appropriate action.

Approved unanimously.

Moved for approval by the Hon. Rogelio J. Baay, this resolution was approved on August 12, 2024.

  
**RHODORA AVON C. YLAYA**  
OIC, Secretary to the Sanggunian

ATTESTED:   
**VIOLETA T. SUMAPIG**  
Sangguniang Bayan Member/  
Temporary Presiding Officer

BOR ACTION: APPROVAL

  
**HAZELLE V. ASALDO**  
BOR & University Secretary  
2025-119





**VISAYAS**  
STATE UNIVERSITY

**OFFICE OF THE DATA  
PROTECTION OFFICER**

September 2, 2024

**Dr. MA. JEHAN P. LIBRE**  
Chancellor  
Visayas State University-Villaba

**DPO OPINION/COMMENT:**

Dear Dr. Libre:

This office received a Contract of Usufruct between **Local Government Unit of Villaba (LGU)-Municipality of Villaba** and **Visayas State University** regarding the right to use and enjoy the remaining portion of Lot No. 27 and the buildings thereon, with improvements, for a period of fifteen (15) years.

After carefully reviewing the document, this office finds nothing that might violate the Data Privacy Act of 2012.

Thank you and God bless.

  
**Atty. RYSAN C. GUINOCOR**  
Data Protection Officer

**BOR ACTION: APPROVAL**

  
**HAZELLE V. ASALDO**  
BOR & University Secretary  
2025-119

**DATA PROTECTION OFFICE**  
Visayas State University, Baybay City, Leyte  
Email: dpo@vsu.edu.ph  
Website: www.vsu.edu.ph  
Local 1072



Management  
System  
P.O. Box 2010  
UP System



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v0.03-02-2022  
No. 2024-00014



**VISAYAS**  
STATE UNIVERSITY

**LEGAL**  
OFFICE

September 3, 2024

**Dr. MA. JEHAN P. LIBRE**  
Chancellor  
Visayas State University-Villaba

**LEGAL OPINION/COMMENT**

Dear *Dr. Libre*:

The office received a Contract of Usufruct between Local Government Unit of Villaba (LGU)-Municipality of Villab and Visayas State University regarding the right to use and enjoy the remaining portion of Lot No. 27 and the building thereon, with improvement, for a period of fifteen (15) years. After a careful review of the said document, this office has the following comment/suggestion n.

- Okay as long as it complies with CHED requirements and has BOR approval.

  
**ATTY. RYSAN C. GUINOCOR**  
OIC-Chief Legal Officer

**BOR ACTION: APPROVAL**

  
**HAZELLE V. ASALDO**  
BOR & University Secretary  
2025-119

**LEGAL OFFICE**  
Visayas State University, Visca, Baybay City,  
Email: [legoffice@vsu.edu.ph](mailto:legoffice@vsu.edu.ph)  
Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)  
Fax: 1072



Management  
System  
ISO 9001:2015



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