

PERSONAL DATA SHEET

WARNING: Any misrepresentation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative/criminal case/s against the person concerned.

READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM.

Print legibly. Tick appropriate boxes () ☐ use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE.

1. CS ID No.

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	YEPES			
FIRST NAME	PROSE IVY		NAME EXTENSION (JR., SR)	N/A
MIDDLE NAME	GUASA			
3. DATE OF BIRTH (mm/dd/yyyy)	08/13/1969	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input checked="" type="checkbox"/> by naturalization Pls. indicate country:	
4. PLACE OF BIRTH	SOGOD, SOUTHERN LEYTE	If holder of dual citizenship, please indicate the details.		
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female			
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	N/A House/Block/Lot No. Street N/A SAN ISIDRO Subdivision/Village Barangay TOMAS OPPUS SOUTHERN LEYTE City/Municipality Province	
7. HEIGHT (m)	1.55 m	ZIP CODE	6605	
8. WEIGHT (kg)	55.0 kg	18. PERMANENT ADDRESS	N/A House/Block/Lot No. Street N/A SAN ISIDRO Subdivision/Village Barangay TOMAS OPPUS SOUTHERN LEYTE City/Municipality Province	
9. BLOOD TYPE	TYPE A	ZIP CODE	6605	
10. GSIS ID NO.	69081301883 3000731278	19. TELEPHONE NO.	NONE	
11. PAG-IBIG ID NO.	1700-0097-9556	20. MOBILE NO.	09171379371	
12. PHILHEALTH NO.	13-000005059-9	21. E-MAIL ADDRESS (if any)	pyepes@southernleytestateu.edu.ph; pilg_yepes@yahoo.com	
13. SSS NO.	N/A			
14. TIN NO.	174-373-091			
15. AGENCY EMPLOYEE NO.	001			

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	YEPES		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	PENUEL	NAME EXTENSION (JR., SR)	N/A	KENRICH HELM G. YEPES 11/20/1992
MIDDLE NAME	AMORA		ANTJE KATRIN G. YEPES	06/29/2000
OCCUPATION	SELF EMPLOYED/EGG TRADING PROPRIETOR		ALJANNE HALI G. YEPES	06/15/2001
EMPLOYER/BUSINESS NAME	KAILEY'S FARM		N/A	N/A
BUSINESS ADDRESS	SAN ISIDRO, TOMAS OPPUS, SOUTHERN LEYTE		N/A	N/A
TELEPHONE NO.	09487257264		N/A	N/A
24. FATHER'S SURNAME	GUASA		N/A	N/A
FIRST NAME	PROSPERO	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	ABARCA		N/A	N/A
25. MOTHER'S MAIDEN NAME			N/A	N/A
SURNAME	LOPEZ		N/A	N/A
FIRST NAME	OLIVIA		N/A	N/A
MIDDLE NAME	ANDRES		(Continue on separate sheet if necessary)	

III. EDUCATIONAL BACKGROUND

26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	BONTOC CENTRAL SCHOOL	PRIMARY EDUCATION	1976	1982	N/A	1982	SALUTATORIAN
SECONDARY	SOUTHERN LEYTE AGRO-FISHERIES TECHNICAL INSTITUTE	HIGH SCHOOL	1982	1986	N/A	1986	SALUTATORIAN
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE COLLEGE OF AGRICULTURE	BACHELOR OF SCIENCE IN AGRICULTURE (PLANT PROTECTION)	1986	1990	N/A	1990	CUM LAUDE
GRADUATE STUDIES	CEBU NORMAL UNIVERSITY	MASTER IN EDUCATION (SCIENCE EDUCATION)	1994	1999	N/A	1999	N/A
POST GRADUATE STUDIES	CEBU NORMAL UNIVERSITY	DOCTOR OF EDUCATION (SCIENCE EDUCATION)	2002	2009	N/A	2009	N/A

SIGNATURE		DATE
		March 12, 2024

IV. CIVIL SERVICE ELIGIBILITY

27	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	CAREER SERVICE PROFESSIONAL - PD 907 (HONOR GRADUATE)	N/A	04/26/1990	VISAYAS STATE COLLEGE OF AGRICULTURE	N/A	N/A
	RA 1080 - LICENSURE EXAMINATION FOR TEACHERS	80.20%	8/24-25/1996	TACLOBAN CITY	0018744	08/13/2025
	N/A	N/A	N/A	N/A	N/A	N/A


(Continue on separate sheet if necessary)


V. WORK EXPERIENCE

(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

28 INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable) & STEP (Formal "00-07" INCREMENT)	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
From	To						
1/1/2023	present	PROFESSOR VI	SOUTHERN LEYTE STATE UNIVERSITY	167,432.00	SG 29-1	PERMANENT	Y
12/19/2022	12/31/2022	PROFESSOR VI	SOUTHERN LEYTE STATE UNIVERSITY	164,332.00	SG 29-1	PERMANENT	Y
1/1/2022	12/18/2022	SUC PRESIDENT III	SOUTHERN LEYTE STATE UNIVERSITY	164,332.00	SG 29-1	PERMANENT	Y
1/1/2021	12/31/2021	SUC PRESIDENT III	SOUTHERN LEYTE STATE UNIVERSITY	161,231.00	SG 29-1	PERMANENT	Y
1/1/2020	12/31/2020	SUC PRESIDENT III	SOUTHERN LEYTE STATE UNIVERSITY	158,131.00	SG 29-1	PERMANENT	Y
6/12/2019	12/31/2019	SUC PRESIDENT III	SOUTHERN LEYTE STATE UNIVERSITY	155,030.00	SG 29	PERMANENT	Y
1/1/2019	5/12/2019	SUC PRESEDENT II	SOUTHERN LEYTE STATE UNIVERSITY	139,434.00	SG 28-2	PERMANENT	Y
1/1/2018	12/31/2018	SUC PRESIDENT II	SOUTHERN LEYTE STATE UNIVERSITY	116,704.00	SG 28-2	PERMANENT	Y
12/19/2017	12/31/2017	SUC PRESIDENT II	SOUTHERN LEYTE STATE UNIVERSITY	97,679.00	SG 28-2	PERMANENT	Y
1/1/2017	12/18/2017	SUC PRESIDENT II	SOUTHERN LEYTE STATE UNIVERSITY	96,363.00	SG 28-1	PERMANENT	Y
1/1/2016	12/31/2016	SUC PRESIDENT II	SOUTHERN LEYTE STATE UNIVERSITY	80,760.00	SG 28-1	PERMANENT	Y
12/19/2014	12/31/2015	SUC PRESIDENT II	SOUTHERN LEYTE STATE UNIVERSITY	67,684.00	SG 28-1	PERMANENT	Y
12/1/2014	12/18/2014	ASSOCIATE PROFESSOR 5	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	46,064.00	SG 23-1	PERMANENT	Y
9/16/2014	11/30/2014	ASSOCIATE PROFESSOR 2	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	36,970.00	SG 20-2	PERMANENT	Y
6/1/2012	4/15/2014	ASSOCIATE PROFESSOR 2	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	35,567.00	SG 20-1	PERMANENT	Y
9/16/2011	5/31/2012	ASSOCIATE PROFESSOR 2	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	32,810.00	SG 20-1	PERMANENT	Y
6/1/2011	9/15/2011	ASSISTANT PROFESSOR 4	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	28,305.00	SG 18-1	PERMANENT	Y
6/24/2010	5/31/2011	ASSISTANT PROFESSOR 4	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	25,259.00	SG 18-1	PERMANENT	Y
7/1/2009	6/23/2010	ASSISTANT PROFESSOR 4	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	22,214.00	SG 18-1	PERMANENT	Y
5/1/2009	6/30/2009	ASSISTANT PROFESSOR 4	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	19,168.00	SG 18-1	PERMANENT	Y
1/1/2009	4/30/2009	ASSISTANT PROFESSOR 2	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	17,484.00	SG 16-2	PERMANENT	Y
7/1/2008	12/31/2008	ASSISTANT PROFESSOR 2	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	17,059.00	SG 16-1	PERMANENT	Y
7/1/2007	6/30/2008	ASSISTANT PROFESSOR 2	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	15,508.00	SG 16-1	PERMANENT	Y
1/1/2006	6/30/2007	ASSISTANT PROFESSOR 2	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	14,098.00	SG 16-1	PERMANENT	Y
11/1/2004	12/31/2005	INSTRUCTOR 3	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	12,961.00	SG 14-2	PERMANENT	Y
3/7/2004	10/31/2004	INSTRUCTOR 3	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	12,546.00	SG 14-1	PERMANENT	Y
11/1/2001	3/6/2004	INSTRUCTOR 3	SOUTHERN LEYTE STATE UNIVERSITY - TOMAS OPPUS	12,546.00	SG 14-1	PERMANENT	Y
7/1/2001	10/31/2001	INSTRUCTOR I	TOMAS OPPUS NORMAL COLLEGE	11,446.00	SG 12-2	PERMANENT	Y
1/1/2000	6/30/2001	INSTRUCTOR I	TOMAS OPPUS NORMAL COLLEGE	10,901.00	SG 12-2	PERMANENT	Y
10/13/1999	12/31/1999	INSTRUCTOR I	TOMAS OPPUS NORMAL COLLEGE	9,910.00	SG -12-2	PERMANENT	Y
11/1/1997	10/12/1999	INSTRUCTOR I	TOMAS OPPUS NORMAL COLLEGE	9,668.00	SG 12-1	TEMPORARY	Y
1/1/1997	10/31/1997	INSTRUCTOR I	TOMAS OPPUS NORMAL COLLEGE	8,118.00	SG 12-1	TEMPORARY	Y
1/1/1996	12/31/1996	INSTRUCTOR I	TOMAS OPPUS NORMAL COLLEGE	6,568.00	SG 12-1	TEMPORARY	Y
8/21/1995	12/31/1995	INSTRUCTOR I	TOMAS OPPUS NORMAL COLLEGE	5,240.00	SG 12-1	TEMPORARY	Y


(Continue on separate sheet if necessary)

SIGNATURE		DATE	March 12, 2024
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S						
29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK	
		From	To			
	REGION EIGHT ADMINISTRATORS LEAGUE, INC (REAL)	N/A	PRESENT	N/A	MEMBER	
	PHILIPPINE REDCROSS, SOUTHERN LEYTE CHAPTER	1/11/2019	PRESENT	N/A	MEMBER, BOD	
	UCCP-EASTER FAITH CHRISTIAN SCHOOL, INC. SAN ISIDRO, TOMAS OPPUS, SOUTHERN LEYTE	6/1/2009	PRESENT	N/A	MEMBER, BOARD OF TRUSTEES	
	BONTOC CENTRAL SCHOOL ALUMNI ASSOCIATION	12/29/2016	PRESENT	N/A	PRESIDENT	
(Continue on separate sheet if necessary)						
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED						
(Start from the most recent L&D training program and include only the relevant L&D training taken for the last five (5) years for Division Chief/Executive/Managerial positions)						
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	Management Educators Workshop (MEW) 2023	07/27/2023	07/28/2023	16.0	LEADERSHIP & QUALITY ASSURANCE	Management Association of the Philippines (MAP)
	CHED-AIM Global Academic Leadership Program	04/26/2021	4/2/2022	156.0	LEADERSHIP & QUALITY ASSURANCE	Commission on Higher Education (CHED)
	HOW TO ENGAGE YOUR AUDIENCE VIRTUALLY: A 101 ON EXECUTING WEBINARS, ONLINE CLASSES AND CONFERENCES	07/28/2020	07/28/2020	2.0	TECHNICAL & QUALITY ASSURANCE	EVHEIS-FLMSC and SLSU
	BOOST YOUR CONFIDENCE: HOW TO LEVEL UP YOUR PUBLIC SPEAKING/BUSINESS WRITING SKILLS	07/27/2020	07/27/2020	2.0	TECHNICAL & QUALITY ASSURANCE	EVHEIS-FLMSC and SLSU
	TRAVERSING THE DISRUPTED EDUCATIONAL LANDSCAPE: A SHOWCASE OF SELF-DEVELOPED MODULES IN ONLINE CLASSES	07/24/2020	07/24/2020	8.0	TECHNICAL & QUALITY ASSURANCE	EVHEIS-FLMSC and SLSU
	ARE WE READY? UNIVERSITY ACADEMIC AND ADMINISTRATIVE OFFICIALS ORIENTATION ON THE EFFECTIVE IMPLEMENTATION OF FLMS	2/7/2020	2/7/2020	2.0	TECHNICAL & QUALITY ASSURANCE	EVHEIS-FLMSC and SLSU
	FLEXIBLE LEARNING MODALITIES AND TECHNIQUES IN ENGINEERING AND TECHNOLOGY	8/6/2020	8/6/2020	2.0	TECHNICAL & QUALITY ASSURANCE	EVHEIS-FLMSC and SLSU
	FLEXIBLE LEARNING MODALITIES AND TECHNIQUES IN SCIENCE AND MATH	4/6/2020	4/6/2020	2.0	TECHNICAL & QUALITY ASSURANCE	EVHEIS-FLMSC and SLSU
	FLEXIBLE LEARNING MODALITIES AND TECHNIQUES IN HEALTH SCIENCES	4/6/2020	4/6/2020	2.0	TECHNICAL & QUALITY ASSURANCE	EVHEIS-FLMSC and SLSU
	UNDERSTANDING FLEXIBLE LEARNING	05/27/2020	05/29/2020	4.0	TECHNICAL & QUALITY ASSURANCE	EVHEIS-FLMSC and SLSU
	VIRTUAL QS ASIA-PACIFIC LEADERS IN EDUCATION (APPLE) 2020 CONFERENCE AND EXHIBITION	11/25/2020	11/27/2020	24.0	LEADERSHIP	QS QUACQUARELI SYMONDS
	PRODUCTIVITY AND QUALITY IMPROVEMENT APPROACHED IN THE PUBLIC SECTOR WEBINAR SERIES	10/21/2020	1/23/2020	24.0	LEADERSHIP & QUALITY ASSURANCE	Development Academy of the Philippines (DAP)
	ASEAN LEADERSHIP PROGRAMME 2020	9/8/2020	9/11/2020	32.0	LEADERSHIP & QUALITY ASSURANCE	COMMON PURPOSE ASIA PACIFIC
	NRCP REGIONAL BASIC RESEARCH CARAVAN	01/16/2020	01/17/2020	16.0	TECHNICAL	DOST-NRCP
	REAL EXECUTIVES' CONVERSATION SERIES	11/24/2020	11/24/2020	8.0	LEADERSHIP	REGION EIGHT ADMINISTRATORS' LEAGUE
	CHED-CBIE COLLABORATION MISSION	03/20/2019	03/21/2019	16.0	LEADERSHIP & QUALITY ASSURANCE	CBIE & CHED
	INFORMATION SESSION ON THE UNESCO ASIA-PACIFIC REGIONAL CONVENTION ON THE RECOGNITION OF QUALIFICATIONS IN HIGHER EDUCATION	5/3/2019	5/3/2019	8.0	QUALITY ASSURANCE	CHED, UNESCO
	2019 SUC-ACAP, INC., ANNUAL CONVENTION	05/22/2019	05/24/2019	32.0	LEADERSHIP & QUALITY ASSURANCE	SUC-ACAP, INC.
	UNIVERSITIES 4.0	7/5/2019	7/5/2019	8.0	TECHNICAL & QUALITY ASSURANCE	
	PMASUC NATIONAL CONVENTION CUM SEMINAR	04/24/2018	04/26/2018	32.0	LEADERSHIP	PMASUC
	2018 PHILIPPINES-TAIWAN PRESIDENTS' FORUM	08/23/2018	08/24/2018	16.0	LEADERSHIP	PASUC ASSOCIATION OF STATE UNIVERSITIES AND COLLEGES
	FIRST VIETPHIL RESEARCH FORUM	5/12/2019	6/12/2019	16.0	TECHNICAL	TVU, VIETNAM
	SEMINAR ON BUILDING SUC's INNOVATION ECOSYSTEM	10/22/2019	10/24/2019	24.0	TECHNICAL	PASUC ASSOCIATION OF STATE UNIVERSITIES AND COLLEGES
	9TH NATIONAL EDUCATION FORUM	8/29/2019	8/29/2019	8.0	TECHNICAL	PHILIPPINE CHAMBER OF COMMERCE AND INDUSTRY
	2019 PUBLIC SECTOR HR SYMPOSIUM	7/24/2019	7/26/2018	24.0	TECHNICAL	CIVIL SERVICE COMMISSION
	USHERING IN THE NEW AGE OF ENLIGHTENMENT AND COLLABORATION IN PHILIPPINES R&D	5/7/2019	5/7/2019	8.0	TECHNICAL	UNIVERSITIES 4.0
	WORKSHOP ON CASH-BASED ANNUAL BUDGETING AND PROCUREMENT PROCESS	7/9/2018	7/9/2018	8.0	TECHNICAL	COMMISSION ON HIGHER EDUCATION
	8TH NATIONAL EDUCATION FORUM	08/31/2018	08/31/2018	8.0	TECHNICAL	PHILIPPINE CHAMBER OF COMMERCE AND INDUSTRY
	NATIONAL CONVENTION CUM SEMINAR	04/24/2018	04/26/2018	24.0	LEADERSHIP	PEOPLE MANAGERS ASSOCIATION OF STATE UNIVERSITIES AND COLLEGES, INC.
	OMNIBUS RULES ON APPOINTMENTS AND OTHER HUMAN RESOURCE ACTIONS (ORA OHRA) AND RULES ON ADMINISTRATIVE CASES IN THE CIVIL SERVICE (RACCS)	02/21/2018	02/22/2018	16.0	LEADERSHIP	CIVIL SERVICE COMMISSION, RO 8
	SEMINAR ON RESOURCE GENERATION, MOBILIZATION AND NETWORKING /LINKAGING	8/5/2017	8/5/2017	8.0	LEADERSHIP	PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES
	2017 PRIME-HRM ORIENTATION AND ACTION PLANNING WORKSHOP	03/20/2017	03/20/2017	8.0	SUPERVISORY	CIVIL SERVICE COMMISSION, RO 8
	TAIWAN-PHILIPPINE HIGHER EDUCATION CAREER SYSTEM PRESIDENTIAL LEADERSHIP PROGRAM FPR HIGHER EXECUTIVES	6/3/2017	11/3/2017	48.0	LEADERSHIP	COMMISSION ON HIGHER EDUCATION, DEVELOPMENT ACADEMY OF THE
(Continue on separate sheet if necessary)						
VIII. OTHER INFORMATION						
31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
	INTERIOR DESIGNING		ADMINISTRATORS' HONORIFIC AWARD 2022		REGION EIGHT ADMINISTRATORS' LEAGUE	
	SINGING		MOST INSPIRING TEACHERS 2022		ABACA COALITION	
	DANCING		GANDILAN AWARD 2022		PHILIPPINE RED CROSS SO. LEYTE CHAPTER	
	COMPUTER LITERATE		CSC PAGASA REGIONAL AWARDEE 2021		BCS ALUMNI ASSOCIATION	
	N/A		INTERNATIONAL PUBLICATION AWARD 2017		N/A	
	N/A		LOYALTY AWARDS (25 YEARS IN GOVERNMENT SERVICE)		N/A	
	N/A		PLAQUE OF RECOGNITION FOR WINNING THE REGIONAL BEST DISSERTATION COMPETITION IN REGION 7		N/A	
	N/A		CERTIFICATE OF RECOGNITION FOR WINNING THE BEST DISSERTATION AT CEBU NORMAL		N/A	
	N/A		GARBO SA CNU 2017		N/A	
	N/A		OUTSTANDING SOUTHERN LEYTEÑO		N/A	
	N/A		SLSU-TOMAS OPPUS RESEARCHER AWARD		N/A	
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	March 12, 2024	


41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
ANTHONY PENASO, PhD, EdD,DPA	Butuan City	9176174019
PROF. EDDIE M. NUQUE	Makati City	9209601026
JOSE L. BACUSMO, PhD	Baybay City	9173108076

42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate the contents stated herein. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal case/s against me.



PROSE IVY G. YEPES

SUBSCRIBED AND SWORN to before me this 26th March 2024 15 APR 2024, affiant exhibiting his/her validly issued government ID as indicated above.


ATTY. KRISANTE C. GUINOCOR
VSU Chief Legal Officer
Person Administering Oath

WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied to.

2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed from most recent first.

- Duration: Aug. 1, 2023 until present
- Position: Vice President for Academic Affairs
- Name of Office/Unit: Office of the Vice President for Academic Affairs
- Immediate Supervisor: SLSU President
- Name of Agency/Organization and Location: Southern Leyte State University, Sogod, Southern Leyte
 - List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Initiated the conceptualization, formulation and approval of a project, titled "Futures Proofing, Revisiting and Upgrading of SLSU's Academic Programs" focused on the massive revision and upgrading of SLSU's graduate and undergraduate programs employing futures thinking concepts and strategic foresight tools.
 - Mentored and facilitated all Academic and Support to Operations unit heads in the preparation and submission of their Line Item Budgets (LIBs) and Project Procurement Management Plans (PPMPs) for FY 2024 based on the FY 2024 university targets/quality objectives.
 - Efficiently and effectively chaired the Institutional Evaluation Committee of SLSU tasked to assess the reclassification documents of 2023 faculty members as per JC No. 3, series of 2022.
 - Facilitated a smooth and much improved implementation of the enrolment procedure for the First Semester, SY 2023-2024.
 - Conceptualized and facilitated the approval, organization, and implementation of the Proposed University Future's Research Capacity Building Program.
 - Chaired the Human Resource Management Personnel Selection Board for Faculty (SLSU-Main Campus) for the recruitment of highly qualified and eligible regular and COS faculty needed for the opening of classes for the first semester of academic year 2023-2024.
- Duration: Feb. 1, 2023 – July 31, 2023)
- Position: Vice President for Administration and Finance
- Name of Office/Unit: Office of the Vice President for Administration and Finance
- Immediate Supervisor: SLSU President
- Name of Agency/Organization and Location: Southern Leyte State University, Sogod, Southern Leyte
 - List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Facilitated and closely monitored the approval by DBM Regional Office 8 for the release of NOSCA for 133 administrative plantilla items based on the BOR-approved ROSSSS of SLSU per NBC 589, series of 2021.
 - Facilitated and closely monitored the successful restoration of the Free Higher Education (FHE) subsidy from Php88M back to P118M as reflected in the FY 2024 NEP.
 - Conceptualized and organized the successful implementation of the MANCOM-approved capacity development initiative of the Office of the VP for Administration and Finance entitled: Seminar-Workshop on the Implementation of the University Quality Contract Management System".
 - Chaired the Human Resource Management Personnel Selection Board for Administrative Staff (SLSU-Main Campus) for the recruitment of qualified and eligible and COS administrative personnel.
- Duration: Jan. 2022 until present
- Position: Immediate Supervisor to the Support to Operations (STO) Units
- Name of Office/Unit: Office of the Vice President for Academic Affairs
- Immediate Supervisor: SLSU President
- Name of Agency/Organization and Location: Southern Leyte State University, Sogod, Southern Leyte
 - List of Accomplishments and Contributions (if any)

- Summary of Actual Duties
 - Facilitated and monitored the successful implementation of the activities of Support to Operations (STO) units of SLSU.
- Duration: Dec. 19, 2014 to Dec. 18, 2022
- Position: University President
- Name of Office/Unit: Office of the President
- Immediate Supervisor: Dr. J. Prospero de Vera III
- Name of Agency/Organization and Location: Southern Leyte State University, Sogod, Southern Leyte
- List of Accomplishments and Contributions (if any)
 - Spearheaded in the crafting, approval and implementation of SLSU's Seven-Year Development Plan (2016-2022) in 2015 and 2016.
 - Championed in establishing the University's Quality Management System and its certification against ISO 9001:2008 standards in 2017 and ISO 9001:2015 standards in 2019. The university's QMS has been re-certified covering all of the 6 campuses.
 - Spearheaded in the crafting of the University's Business Continuity Plan against COVID-19, approval by the Governing Board and the effective and efficient implementation of the identified strategies in order to surpass the uncertainties posed by the pandemic.
 - Initiated the review and update of the university's Vision, Mission, Breakthrough Goals and Strategic Objectives in FY 2021 which served as basis for the formulation of Scenario-Based Five-Year Strategic Plan-Execution Continuum (2022-2026).
 - Championed in the crafting, approval, and implementation of a Scenario-Based Five-Year Strategic Plan-Execution Continuum (2022-2026 in FY 2021).
 - Steered the formulation and adoption of the following strategic roadmaps/plans:
 - a. Roadmap for QS Stars Rating Recognition
 - b. Internationalization Roadmap
 - c. Digital Transformation Roadmap
 - d. GIS-Based Land Use Development and Infrastructure Plan (LUDIP)
 - e. Gender and Development Plan
 - f. Disaster Risk Reduction and Management (DRRM) Plan 2022-2026
 - Received international recognition/rankings 2023 Times Higher Education Rank 1000+ (Application and ranking was evaluated in FY 2022).
 - Awarded by Quacquarelli Symonds (QS) in FY 2022 with QS 3 Stars.
 - 2023 World's University with Real Impact (WURI) Rank 200-300+ (Application and ranking was evaluated in FY 2022).

Curriculum Development:

- As of FY 2022, thirty-one (31) out of forty-six (46) or 70% of SLSU's curricular programs have been awarded a Certificate of Compliance (COPC) by CHED, the highest compliance rate among SUCs in Region 8.
- As of FY 2022 BS in Industrial Technology, BSED, and BEED programs are awarded by AACCUP, Inc. with Certificate of Level IV accreditation.
- As of FY 2022, Master in Technology Education, BSHRTM, BS in Criminology, BS in Business Administration, BS in Information Technology, and Bachelor in Agricultural Technology programs were awarded by AACCUP, Inc. with Certificate of Level III accreditation.
- Produced national topnotchers in the Mechanical Engineering Licensure Examination and in the Master Electrician Examination and regional topnotchers in the Licensure Examination for Criminologists.
- Recognized as among the 5 SUCS in the country with 100% accredited programs as declared by the Accrediting Agency of Chartered Colleges and Universities in the Philippines (AACCUP) in FY 2019.
- SLSU-Tomas Oppus' BEED and BSED programs have been recognized by CHED as the Center of Development (COD) in 2016.
- Recognized as Top 1 Performing School in Region 8 and Top 6 Performing School Nationwide for its Criminology Licensure.
- Examination and received 5 recognitions from CHEDRO 8 for the exemplary performance.
- Recognized as Top 3 performing school in 2020 Mechanical Engineering Licensure Examination.
- 100% passing percentage during the 2017 Electrical Engineering Board Exams.

- SLSU ranked 16th among the Top 20 performing Civil Engineering Schools in the Philippines during the 2017 Board Examination.
- SLSU ranked 2nd out of Ten (10) in Eastern Visayas, 61st out of 272 schools in the Philippines as to the 2017 Weighted Board Exams Ranking.
- The Mechanical Engineering Department was able to produce a 10th Placer during the 2018 Mechanical Engineering Licensure Examination.
- SLSU ranks 36th out of Top 37 Best Electrical Engineering Schools in the Philippines and ranks 18th out of Top 39 Best Mechanical Engineering Schools in the Philippines.
- SLSU is certified as a Microsoft Certified Testing Center in Region 8 through the establishment of the Microsoft Imagine Academy.
- Registered as a regular member of the University Mobility in Asia and the Pacific (UMAP) Council, Inc. Philippines.
- Awarded Certificate of Recognition as Top Ten Ranking SUCs with the most number of programs awarded with Level II Re-Accredited Status.

Faculty and Staff Development:

- Championed in the formulation, approval and implementation of policies and guidelines beneficial to the faculty and staff
 - a. Guidelines for Lateral Hiring of Faculty;
 - b. Guidelines for Special Faculty Promotion Parallel with Lateral Entry Position;
 - c. Faculty Workload Guidelines;
 - d. Faculty Development Guidelines;
 - e. Guidelines for Designation of Faculty and Staff to Administrative Positions;
 - f. Intellectual Property Policy; and
 - g. Program on Awards and Incentives for Service Excellence (PRAISE)
- Developed, updated, and executed plans that brought benefits to both the faculty and staff;
 - a. 5-year Human Resource Management Plan;
 - b. Succession Plan;
 - c. Faculty Development Plan;
 - d. Career Development Plan;
 - e. Merit System Plan for Faculty;
 - f. Merit System Plan for Administrative Staff (competency-based);
- Increased the number of faculty items, number of faculty with Master's degrees, number of faculty with Master's degrees, number of faculty with Doctoral degrees and number of faculty with full-fledged Professorial ranks by 52%, 50%, 117% and 525% from 20214 to 2022, respectively.
- Supported faculty members' graduate studies abroad and in prestigious and CHED-accredited universities in the country, their participation in international conferences as paper presenters, delegates and others.
- Through the BOR-approved PRAISE Manual, faculty members and administrative personnel's exemplary performance and significant contributions to the university's attainment of its strategic priorities and quality objectives are rewarded and incentivized.

Student Success, Affairs, and Services:

- Championed in the inclusion of an Office of the Vice President for Students and Auxiliary Services in the BOR-approved revised organizational structure to take lead in ensuring the implementation of initiatives that promote holistic and worthwhile University life experience of students.
- Collaborated with other SUCs in Region VIII for the crafting and timely implementation of a PASUC 8 and BOR-approved Affirmative Action Program to Provide Access to Quality Education for Underprivileged/Marginalized Students.
- Steered the University management and concerned unit in the formulation of the following:
 - a. Implementing Guidelines in Handling Complaints, Grievance or Other Cases involving students
 - b. Guidelines in Providing Academic Support to Students on Blended Learning.
- Championed in organizing Student Leaders and Ambassadors of the university known as KF21.
- Conceptualized and launched Mobile SAS that catered to the needs and interests of the affected and vulnerable students during the pandemic and the occurrence of natural disasters like Super Typhoon Odette.
- Piloted in the creation or establishment of "interest clubs" among students to harness and further develop their talents and skills of students.

Research and Innovation:

- In FY 2017, the university's Research Journal namely, the Journal of Educational and Human Research Development and the Journal of Science, Engineering and Technology were recognized as ASEAN Citation-Indexed journals.

- Has served as the host of the journal production consortium and sitting BOD Chair since 2016 named as "Visayas Mindanao Consortium Journal Production" with 19 member HEIs from Visayas and Mindanao.
- Established the Innovation, Technology Support Office (ITSO) in partnership with IPOPHIL in 2017 which spearheaded almost 80 registered food technologies/products and the submission of 7 inventions for patent registration.
- Recipient of a Platinum Award from IPOPHIL.
- Facilitated the technology transfer and commercialization of 1 UM registered food product to technology adopter.
- Recipient of DOST's Balik Scientist Program' in 2014 and 2016.
- Established research and extension centers across the campuses, as follows:
 - a. Geographic Information Systems Technology Center (GIS-TC);
 - b. Center for Organic and Natural Food Research (CONFoR);
 - c. Alternative and Renewable Energy Center (AREC);
 - d. Center for Access to Rural Education (CARE);
 - e. Bio-resource Production Technology Center (BioProTEC);
 - f. Smallholder Horticulture and Agroforestry Research and Extension (SHARE); and
 - g. Center for Research in Micro, Small and Medium Enterprise Development (CReMSMED).
- Recipient of external funding for research projects from DOST 8, DOST-PCIEERD, DOST-PHRDC, DOST-PCAARD, DA, DA-BAR, NAST, CHED, LGUs in Southern Leyte and foreign partners;
- For eight years (2015-2022), the total number of completed papers, and research articles published in peer-reviewed, SCOPUS, WOS, and ASEAN Citation indexed journals have consistently increased.
- The University's Journal Production and Management team has continuously mentored its own faculty members and those coming from other SUCs and private HEIs.

Community Engagement, Collaboration and Networking:

- Forged a total of 319 active partnerships with LGUs, industries, NGOs, NGAs, SMEs and other stakeholders as a result of extension PPAs.
- For eight years, a total of 683 PPAs were organized by the Extension Service Unit and supported by the management consistent with the SLSU's mandated and priority programs.
- Allowed a total of 95,860 beneficiaries of the partnerships/networks created and extension PPAs conducted and implemented consistent with SLSU's mandated and priority programs.
- Recipient of DILG's CapDev Accelerator Award in 2022 (National Award) in recognition of SLSU's impact to capacity development and local excellence.

Financial Management:

- Recipient of the Performance Based Bonus (PBB) in 2015, 2016, 2017, 2020, and 2021 of which Budget Utilization Rates (BURs) or Financial Performance is one of the key performance indicators.
- Received recognition from DBM RO 8 for achieving 100% actual accomplishment on the indicator "Percentage of undergraduate program with accreditation" under FY 2022 General Appropriations Act.
- Received recognition from DBM RO 8 for a commendable utilization of allotments and disbursement of obligations in FY 2022 garnering an average BUR of 97.43% ranking 3rd among the SUCs in Region 8.
- Received recognition from DBM RO 8 for a commendable obligation of allotments in FY 2022 garnering 98.04% and ranked 2nd among the SUCs in Region 8.
- Received recognition from DBM RO8 being top 3 among the SUCs in Region 8 with commendable utilization of allotments and disbursement of obligations in FY 2019.
- Received no adverse opinion from the Commission on Audit (COA).

Policy Development and Institutional Governance:

- Championed in the formulation, revision, and implementation of significant Manuals of Operations, Policies, and Systems necessary for the smooth university operation and to best serve the university's academic community and stakeholders.
 - Manual/Manual of Operation
 - a. Quality Policy Manual;
 - b. IZN Manual;
 - c. PASCOM Manual;
 - d. Institutional Identity Standards Manual;
 - e. Freedom of Information Manual;
 - f. Data Privacy Manual;
 - g. Faculty Manual;
 - h. Student Manual;
 - i. On-The-Job Training (OJT) Manual;
 - j. Research and Innovation Manual;

- k. Extension Services Manual;
- l. Curriculum Development and Review Manual;
- m. Sports Development and Cultural Affairs Manual;
- n. Library Manual;
- o. Guidance Manual;
- p. Financial and Administrative Operations Manual;
- q. Manual on Records Management;
- r. Income-Generating Projects Manual;
- s. Executive Operation and External Affairs and International Affairs Operations Manual;
- t. Center for Foreign Language and Culture Operations Manual; and
- u. Manual of Operations for the Graduate School;
- v. Strategic Performance Management System (SPMS) and Performance Management Team (PMT) Manual

- Systems

- a. Human Resource Management Information System (HRMIS);
 - b. Procurement Management Information System (PMIS);
 - c. Research, Innovation and Extension Services – Management Information System;
 - d. Institutionalization of the Document Management and Electronic System (DOMES); and
 - e. University Quality Contract Management System;
- Championed in the establishment of the following Support to Operations (STO) Units:
 - a. University Planning and Development (UPD);
 - b. University Human Resource Management and Development (UHRMD);
 - c. University Information Systems and Analytics (UISA);
 - d. University Quality Assurance (UQA);
 - e. External Linkages and International Affairs (ELIA);
 - f. Public Affairs and Strategic Communication (PASCom);
 - g. Gender and Development (GAD); and
 - h. Environmental Management-Disaster Risk Reduction Management (EM-DRRM);
 - Succeeded in the establishment of Colleges and Institute in various years, to wit:
 - a. College of Engineering (COE);
 - b. College of Computer Studies and Information Technology (CCSIT);
 - c. College of Criminal Justice (CCJ);
 - d. College of Technology (COT);
 - e. College of Hospitality and Tourism and Management (CHTM);
 - f. College of Teacher Education (CTE);
 - g. College of Aquaculture and Applied Life Sciences (CAALS);
 - h. College of Agriculture, Food and Environmental Sciences (CAFES);
 - i. College of Business Management (CBM);
 - j. College of Governance and Development Studies (CGDS); and
 - k. Institute of Arts and Sciences (IAS).
 - SLSU is a CSC PRIME-HRM Bronze Awardee in terms of its Recruitment, Selection and Placement, Performance Management System, Learning and Development and Rewards and Recognition in 2019.
 - Prepared and submitted to CHED its GIS-Based Land Use and Development Infrastructure Plan (LUDIP) for all 5 campuses.
 - Facilitated the implementation of RA 11079 which integrated the Maasin City College to the Southern Leyte State University named as SLSU-Maasin City Campus.
 - Formulated and implemented the BOR approved Business Continuity Plan (BCP) amidst Covid-19 pandemic.
 - Performance-Based Bonus (PBB) Eligible for FYs 2015, 2016, 2017, 2020, 2021.
 - Awarded as 1st Runner-up 2021 Freedom of Information (FOI) Champion (SUCs Category) dated November 25, 2021.
 - SUC Level III as per CMO No. 12, series of 2018 (the only SUC in Region 8) that has upgraded its SUC Level status during the SUC Leveling Evaluation in 2016).
 - SLSU's QMS has been Certified under ISO 9001:2015 standards in FY 2019 to FY 2020 (Main Campus only) and in FY 2021 to FY 2022 (SLSU Main Campus and all external campuses).

Laboratory Equipment Acquisition and Upgrading and Infrastructure Development:

- Facilitated the donation of a 7-hectare lot for Maasin City Campus Site Development from the City LGU of Maasin City.
- Upgraded the laboratory equipment, ICT equipment, machinery, furniture, fixtures and other facilities for instruction, research and innovation, extension, production, and office use.

- Upgraded the university's ICT infrastructure and area network with 25M worth of funding from CHED.
- Purchased and acquired 4 passenger vans, 1 SUV and 1 Coaster as service vehicles of the university to be utilized for instruction, research, extension and production initiatives and for students' extra-curricular activities.
- Facilitated in the approval of several projects and research initiatives for instruction with funding from external sources approximately amounting to PhP185M.
- Acquired and upgraded laboratory equipment, ICT equipment, farm machineries utilizing the income of the university campuses.
- Proposed, implemented and completed infrastructure projects funded under GAA, Income and Congressional Insertion from FY 2015 to 2022 to wit:
 - a. Completion of the ICT Building in SLSU Sogod Campus
 - b. Construction of the Food Technology Building in SLSU Sogod Campus
 - c. Construction of the University Library at SLSU Sogod Campus that houses Learning Commons facilities and advanced technologies for instruction and research purposes
 - d. Construction of the Research, Innovation and Extension Services Center Building in SLSU-Sogod Campus
 - e. Rehabilitation of the Academic Building at SLSU Sogod Campus
 - f. Construction of Female Dormitory in SLSU Sogod Campus
 - g. Completion of Multi-Purpose Court at SLSU Sogod Campus
 - h. Rehabilitation of the Grandstand (Phase 1) at SLSU Sogod Campus
 - i. Completion of the Administration Building at SLSU Sogod Campus
 - j. Completion of the Livelihood, Training and Development Center (SLSU Hotel) at SLSU Sogod Campus
 - k. Rehabilitation of the University Main Gate and Installation of RFID Turnstile and Vehicular Booms at SLSU Sogod Campus
 - l. Construction of Two-Story Agriculture Building in Hinunangan Campus
 - m. Rehabilitation of OSAS Building into a Two-Storey Academic Building in SLSU Hinunangan Campus
 - n. Completion of Students Welfare and Development Center in SLSU Hinunangan Campus
 - o. Construction of Food Processing Laboratory in Hinunangan Campus
 - p. Rehabilitation of Old Social into Multi-Purpose Academic Building in Hinunangan Campus
 - q. Concreting of Circumferential Road and Construction of Drainage Canal in Hinunangan Campus
 - r. Rehabilitation & Upgrading of Electric Poles and Lines and Construction of 2-Unit Power Houses in Hinunangan Campus
 - s. Construction of Agricultural Technology Integrated Laboratory
 - t. Repair of Crop Science Building
 - u. Rehabilitation of Administration Building in Hinunangan Campus
 - v. Construction of Human Kinetics Building in Tomas Oppus Campus
 - w. Construction of the Graduate School Building in Tomas Oppus Campus
 - x. Completion of the Administration Building of Tomas Oppus Campus
 - y. Completion of the Education Building in Tomas Oppus
 - z. Construction of the Business Administration and Incubation Building in Tomas Oppus (Phase I)
 - aa. Construction of ICT Building in San Juan Campus
 - bb. Construction of Lacano Academic Building in San Juan Campus
 - cc. Construction of Academic Building at San Juan Campus
 - dd. Repair of College Technology Building at San Juan Campus
 - ee. Construction of Education Building Phase 5 at San Juan Campus
 - ff. Rehabilitation of Multi-Purpose Court for Sports Facilities of San Juan Campus
 - gg. Construction of Business Hub Building in San Juan Campus
 - hh. Concreting of the Circumferential Road of San Juan Campus
 - ii. Construction of Learning Resource Center in San Juan Campus
 - jj. Construction of U-Shaped Academic Building
 - kk. Construction of the Biotechnology Building in Bontoc Campus to house the Bioresource Production Technology Research Center
 - ll. Construction of Three-Storey Agri-Fishery Building at Bontoc Campus that houses laboratories for agriculture, fisheries and marine science
 - mm. Completion of the Multi-purpose Court of Bontoc Campus
 - nn. Rehabilitate Fishpond with Advanced Facilities in Bontoc Campus
 - oo. Establishment of Fish Processing Plant and Laboratories at Bontoc Campus
 - pp. Constructed Agricultural Technology Building in Bontoc Campus

• Summary of Actual Duties

- Set a clear direction and long-term goals for SLSU, devised strategies to achieve them, and inspired academic leaders for personnel to follow suit' and developed and executed strategic plans that align with the University's mission, adapt to changes in the educational landscape, and sustain long-term success, resulting in the University's international/local recognition.
- Directed and guided the design, development, and implementation of quality, innovative, and effective academic programs that meet the needs of students, align with industry standards, and comply with government regulations, resulting in remarkable academic accomplishments.
- Supported and nurtured faculty and staff members by providing opportunities for professional growth, mentoring, recognizing their achievements, and protecting their rights.
- Ensured the implementation of initiatives that enhance student learning experiences, promote inclusivity, and support student success inside and outside the classroom.
- Fostered a culture of research and innovation by providing resources, infrastructure, and encouragement for faculty, researchers, and students to drive innovation forward.
- Cultivated partnerships with other institutions, industries, and communities to enhance academic opportunities, research collaborations, and funding possibilities.
- Ensured efficient allocation and management of resources, and maintained fiscal responsibility, resulting in recognition by the overseeing government agency.
- Upheld ethical standards, promoted diversity and inclusivity, and ensured transparent and effective governance structures within the Universities.
- Fostered support for a more efficient and accurate laboratory and research experiences that would optimize skills and competencies of both the faculty and students in instruction, and research and for a more conducive, safe, productive work and learning spaces integrated with emerging technologies.

- Duration: April 1, 2013 to Dec. 18, 2014

- Position: Vice President for Research, Development and Extension

- Name of Office/Unit: Office of the Vice President for Research, Development and Extension

- Immediate Supervisor: SLSU President

- Name of Agency/Organization and Location: Southern Leyte State University, Sogod, Southern Leyte

- List of Accomplishments and Contributions (if any)

- Summary of Actual Duties

- Initiated and facilitated CHED Accreditation of SLSU's Journal of Educational and Human Resource Development Category B effective May 2014 until May 2016 per CMO No. 15, series of 2014.
- Initiated the production of SLSU's second refereed journal named as the "Journal of Science, Engineering and Technology".
- Conducted the first university-wide Review and Evaluation of the 5-Year RDE Agenda and Plans for SLSU.
- Facilitated the approval of the Balik Scientist Program applied from the DOST-PCIEERD hosting a Balik Scientist, Dr. Alejandro F. Tongco, a Research Specialist on Geographic Information Systems (GIS) from Oklahoma State University, U.S.A.
- Initiated the first revision of the university's RDE Manual and have it approved by the Board of Regents.
- Conducted the 2014 International Research Congress and Business Forum on Rubber and Freshwater Prawn, March 5-7, 2014.
- Facilitated the conduct of the First TVU and SLSU Joint Multidisciplinary Research Forum and Workshop hosted by Tra Vinh University, Tra, Vinh, Vietnam.
- Initiated the conduct of monthly researchers' capability building activities through seminar-workshop in the preparation of scientific articles for journal publication and other relevant research topics.

- Duration: Sept. 1, 2006 to Mar. 31, 2013

- Position: Campus Administrator of Southern Leyte State University – Tomas Oppus

- Name of Office/Unit: SLSU Tomas Oppus Campus

- Immediate Supervisor: SLSU President

- Name of Agency/Organization and Location: Southern Leyte State University, Sogod, Southern Leyte

- List of Accomplishments and Contributions (if any)

- Summary of Actual Duties

- Submitted to AACUP, Inc. for evaluation the Teacher Education Programs (BSED and BEED) of SLSU-Tomas Oppus, for a Level III-Phase I Survey Visit in the 2008 and Level III-Phase 2 Survey Visit in the year 2009. Said programs were awarded Level III accredited status in 2010.
- Graduate Programs (MPA and MAED) of SLSU-Tomas Oppus were awarded by AACUP, Inc. with a Level 1 accredited status in the year 2010 and Level II accredited status in the year 2012.
- Bachelor of Science in Business Administration (BSBA) was awarded with a Candidate status in 2012.
- Consistent increase in the Licensure Evaluation for Teachers (LET) for both BSED and BEED programs, higher than the national passing percentage.
- Received Government Recognition from CHED for the Doctor of Education (EdD) Major in Educational Management in 2010.
- Consistent in the number of faculty members who finished their Master's degrees and Doctorate degrees.
- Consistent increase in the number of faculty members involved in research and extension activities.
- Increased the number of research outputs produced, presented (local, national and international fora) and published in journals.
- Offering two additional baccalaureate programs, the Bachelor of Science in Business Administration (BSBA) and Bachelor of Science in Information Technology (BSIT).
- Sustained international collaboration with Outreach Asia Foundation, U.S.A. for students' scholarships and IT equipment and with Utah State University (USU), U.S.A. for a student teaching exchange program.
- Completed the construction of the covered court.
- Completed the construction of the Arts and Science Building 2.
- Continue the construction of the Administration Building (Phase 5 to Phase 8).
- Initiated the construction of the Education Building (Phase 1).
- Initiated repairs and rehabilitation of existing classrooms, facilities and equipment for instructional purposes.
- Increased the Library holdings.
- Purchased state-of-art Digital Speech Laboratory equipment through the pHP2,500,000.00
- Established two (2) additional Computer Laboratory rooms for the BSIT program.
- Purchased additional service vehicles for official use by the faculty, administrative staff, and students.
- Sustained the effective implementation of the faculty scholarship program.
- Conducted regular capability-building activities for faculty, administrative staff and students.
- Facilitated the conduct of consultative meetings with students' parents and guardians.
- Facilitated the approval of curriculum revisions, implementation of academic policies such as admission and retention policies and others.
- Established good rapport with the students and student leaders.
- Facilitated in the yearly increase of the institution's income from the various Income Generating Projects (IGPs).



PROSE IVY G. YEPES, EdD

(Signature over Printed Name
of Employee/Applicant)

Date: _____