



PRELIMINARY SURVEY VISIT

AREA X

ADMINISTRATION

D. FINANCIAL MANAGEMENT

D.1. Qualification of the head of FMO, including his/her qualifications



Republic of the Philippines
UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Tel No. 63 (64) 572 - 2138
email address: op@usm.edu.ph
OFFICE OF THE PRESIDENT



Management
System
ISO 9001:2015
www.tuv-rheinland.com
ID: T10024161

Special Order No. 1016B

Series of 2025

TO: MS. QUENIELYN L. DURENDES

SUBJECT: Designation as VICE PRESIDENT FOR ADMINISTRATION AND FINANCE (VPAF)

DATE: Thursday, 13 March 2025

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Taking cognizance of your educational preparation and most of all your interest to lead the unit that would promote morale, efficiency and integrity, responsiveness, and courtesy in your unit and institutionalize a management climate conducive to public trust and accountability in consonance with existing laws and regulations, you are hereby designated as **VICE PRESIDENT FOR ADMINISTRATION AND FINANCE** in addition to your plantilla position subject to the performance evaluation as set in the OPCR.

Specifically, under the general supervision and control of the University President, you shall perform the following powers and functions:

1. Shall conscientiously assist the University President in the general supervision on the administrative and financial management services of the University;
2. Exercise leadership and overall supervision on all financial transactions of the university in accordance with the standard budgeting, accounting and auditing rules and regulations, and policies of the university and other existing laws and policies of the government;
3. Link with local, regional, national and international institutions and/or related agencies in relation to administrative and financial matters relevant to the operation of the university in accordance with the University principles, policies, rules and regulations and existing laws of the government;
4. Serve as Chairperson of the Promotion and Selection Board for the administrative support services personnel;
5. Update the President on the financial and administrative status of University;
6. Directly supervise line offices under the Vice President for Administrative and Finance;
7. Cascade communications to various Academic Units and its line offices, and coordinates with the non-academic units of the University;
8. Attend meetings and University activities;
9. Recommend academic personnel for professional development endeavors;
10. Submit OPCR for the Office of Administration and Finance;
11. Act as Vice Chairperson of the Administrative Council;
12. Serve as regular member of the University Resource Generation Management Council;
13. Serve as VPAF in acting capacity, until confirmed and duly acted upon by the USM

Page 1 of 2

**"UNITY IN DIVERSITY AND
SUSTAINABLE DEVELOPMENT IN
MINDANAO THROUGH QUALITY AND RELEVANT EDUCATION."**





BOR; and,

14. Perform such other duties and functions as may be delegated by the University President.

Furthermore, by virtue of this designation, you shall be entitled to **receive additional pecuniary benefits and privileges thereto appertaining subject to existing laws and policies on the matter.**

This designation as VPAF shall remain in force and in effect on **April 01, 2025 until March 31, 2026**, unless sooner revoked by the undersigned or by a competent authority. All issuances inconsistent with any provisions hereof are deemed revoked, amended or superseded.


JONALD L. PIMENTEL, PhD
SUC President IV

Conforme:

Copy Furnished
____ records
____ HRMDO/201 file
____ File
____ COA file
____ Board Secretary





Special Order No. 1103C

Series of 2025

TO: DR. JAY-R G. VILDAC

SUBJECT: Designation as DIRECTOR FOR FINANCIAL MANAGEMENT SERVICES (FMS)

DATE: Thursday, 13 March 2025

=====

Taking cognizance of your educational preparation and most of all your interest to lead the unit that would promote morale, efficiency and integrity, responsiveness, and courtesy in your unit and institutionalize a management climate conducive to public trust and accountability in consonance with existing laws and regulations, your designation as **DIRECTOR FOR FINANCIAL MANAGEMENT SERVICES (FMS)** shall take effect **April 01, 2025**.

As Director, you shall perform the following function:

1. Develop and manage financial forecasts, create annual budgets, and track financial performance against targets;
2. Prepare accurate financial statements, ensure regulatory compliance, and provide regular management reports with insights into financial performance;
3. Oversee bookkeeping, implement internal controls, reconcile accounts, and manage audits;
4. Monitor and forecast cash flow, manage receivables and payables, and optimize working capital;
5. Assess financial risks, create mitigation strategies, and monitor key financial ratios;
6. Ensure compliance with tax laws and financial regulations, and manage audits;
7. Supervise the financial team, conduct performance reviews, provide training, and collaborate with other departments;
8. Create and enforce financial policies, standardize procedures, and ensure alignment with organizational objectives;
9. Prepare financial reports for executives, engage with external auditors, and communicate financial results to stakeholders; and
10. Implement financial systems, automate processes, benchmark performance, and identify cost-saving opportunities.

Furthermore, by virtue of this designation, you shall be entitled to a load displacement of **twelve (12) units, Vacation/Sick Leave Status and additional pecuniary benefits and privileges** thereto appertaining subject to existing laws and policies on the matter.





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Management
System
ISO 9001:2015
www.usm.edu.ph
ID: 870404347

This designation shall remain in force and in effect on **April 01, 2025 until March 31, 2026**, otherwise revoked by the undersigned or by a competent authority. All issuances inconsistent with any provisions hereof are deemed revoked, amended or superseded.

Conforme:

Copy Furnished
___ records
___ HRMDO/201 file
___ File
___ COA file
___ Board Secretary




JONALD L. PIMENTEL, PhD
SUC President IV 



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 () and 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	DURENDES		
FIRST NAME	QUENIELYN		NAME EXTENSION (JR., SR.)
MIDDLE NAME	LU		
3. DATE OF BIRTH (mm/dd/yyyy)	02/12/1987	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☒ by birth ☐ by naturalization Pls. indicate country:
4. PLACE OF BIRTH	PIKIT, NORTH COTABATO	If holder of dual citizenship, please indicate the details.	
5. SEX	☐ Male ☐ Female	Philippines	
6. CIVIL STATUS	☐ Single ☒ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS	UBALDO CUEVAZ Street POBLACION Barangay NORTH COTABATO Province 9409
7. HEIGHT (m)	1.6	18. PERMANENT ADDRESS	UBALDO CUEVAZ Street POBLACION Barangay NORTH COTABATO Province 9409
8. WEIGHT (kg)	47		UBALDO CUEVAZ Street POBLACION Barangay NORTH COTABATO Province 9409
9. BLOOD TYPE	B		UBALDO CUEVAZ Street POBLACION Barangay NORTH COTABATO Province 9409
10. GSIS ID NO.	2004139527	19. TELEPHONE NO.	(OFFICE) 064-572-2500
11. I-BIG ID NO.	NA	20. MOBILE NO.	09129376006
12. PHILHEALTH NO.	160503576772	21. E-MAIL ADDRESS (if any)	queen12_cpa@yahoo.com
13. SSS NO.	NONE		
14. TIN NO.	285-077-703		
15. AGENCY EMPLOYEE NO.	11-02463		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	DURENDES		23. NAME of CHILDREN (Write full name and last all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	OLIVER RAM	NAME EXTENSION (JR., SR.)	ART ANGELO DURENDES	07/18/2016
MIDDLE NAME	LUY			
OCCUPATION	BUSINESSMAN			
EMPLOYER/BUSINESS NAME	RAM-RAM MARKETING			
BUSINESS ADDRESS	PIKIT, NORTH COTABATO			
TELEPHONE NO.	9129376006			
24. FATHER'S SURNAME	LU			
FIRST NAME	RIZALINO	NAME EXTENSION (JR., SR.)		
MIDDLE NAME	BUCA			
25. MOTHER'S MAIDEN NAME	LAUSA			
SURNAME	CONCEPCION			
FIRST NAME	MAKILANG			
MIDDLE NAME				

CERTIFIED TRUE COPY

MARGIE D. GALANG
CHIEF ADMINISTRATIVE OFFICER
University of Southern Mindanao
Date: _____

(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	PIKIT CENTRAL ELEMENTARY SCHOOL	PRIMARY EDUCATION	1994	2000		2000	W/HONORS
SECONDARY	PIKIT NATIONAL HIGH SCHOOL	HIGH SCHOOL	2000	2004		2004	3RD HON. MEN.
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	NOTRE DAME OF MIDSAYAP COLLEGE	BS ACCOUNTANCY	2004	2008		2008	N/A
GRADUATE STUDIES	NOTRE DAME OF MIDSAYAP COLLEGE	MASTER IN BUSINESS ADMINISTRATION	2010	2012		2012	N/A

(Continue on separate sheet if necessary)

SIGNATURE	DATE	January 31, 2023
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27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER
SPECIAL LAWS/ CES/ CSEE
BARANGAY ELIGIBILITY / DRIVER'S LICENSE

V. WORK EXPERIENCE

(Continue on separate sheet if necessary)

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 (Format "00-0") INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
From	To						
01/01/2022	PRESENT	SUPERVISING ADMINISTRATIVE OFFICER	UNIVERSITY OF SOUTHERN MINDANAO		22-1	PERMANENT	Y
01/01/2021	PRESENT	SUPERVISING ADMINISTRATIVE OFFICER	UNIVERSITY OF SOUTHERN MINDANAO		22-1	PERMANENT	Y
01/01/2020	PRESENT	SUPERVISING ADMINISTRATIVE OFFICER	UNIVERSITY OF SOUTHERN MINDANAO		22-1	PERMANENT	Y
01/01/2018	PRESENT	SUPERVISING ADMINISTRATIVE OFFICER	UNIVERSITY OF SOUTHERN MINDANAO		22-1	PERMANENT	Y
01/01/2017	PRESENT	SUPERVISING ADMINISTRATIVE OFFICER	UNIVERSITY OF SOUTHERN MINDANAO	52,783.00	22-1	PERMANENT	Y
03/17/2016	12/31/2016	SUPERVISING ADMINISTRATIVE OFFICER	UNIVERSITY OF SOUTHERN MINDANAO	47,448.00	22-1	PERMANENT	Y
01/01/2016	03/16/2016	ACCOUNTANT III	UNIVERSITY OF SOUTHERN MINDANAO	36,857.00	19-2	PERMANENT	Y
06/01/2012	12/31/2015	ACCOUNTANT III	UNIVERSITY OF SOUTHERN MINDANAO	33,859.00	19-1	PERMANENT	Y
06/01/2011	05/31/2012	ACCOUNTANT III	UNIVERSITY OF SOUTHERN MINDANAO	30,474.00	19-1	PERMANENT	Y

MARGIE B. GALANG
CHIEF ADMINISTRATIVE OFFICER
University of Southern Mindanao

Date: _____

(Continue on separate sheet if necessary)

January 31, 2023

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIONS

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		

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 Management 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)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	PICPA Annual National Convention	11/23/2022	11/26/2022	32	TECHNICAL	Philippine Institute of CPAs
	63rd AGIA Annual National Convention and Seminar	10/12/2022	10/15/2022	32	TECHNICAL	Association of Government Internal Auditors (AGIA)
	43rd GACPA Annual National Convention and Webinar	06/09/2022	06/10/2022	16	TECHNICAL	Government Association of CPAs (GACPA)
	Webinar on CREATE Act (RA 11534), Tax Amnesty and Other Updates	09/26/2022		3	TECHNICAL	Bureau of Internal Revenue
	Training on E-NGAS and E-Budget System	04/12/2021	04/26/2021	56	TECHNICAL	Commission on Audit -ASDOSO
	Seminar on Laws and Rules on Government Expenditures	7/9/2019	07/12/2019	32	TECHNICAL	Commission on Audit XII
	Public Financial Management Competency Program: Internal Audit for PFM Practitioners Track	02/15/2018	02/15/2018	8	TECHNICAL	Department of Budget and Management-Manila
	Public Financial Management Competency Program: Cash Management Track	02/13/2018	02/14/2018	16	TECHNICAL	Department of Budget and Management-Manila
	Public Financial Management Competency Program: Budgeting and Performance Track Module 5	12/17/2018	12/18/2018	16	TECHNICAL	Department of Budget and Management-Manila
	Public Financial Management Competency Program: Budgeting and Performance Track Module 4	12/10/2018	12/12/2018	24	TECHNICAL	Department of Budget and Management-Manila
	Public Financial Management Competency Program: Budgeting and Performance Track Modules 1, 3 and 6	11/19/2018	11/21/2018	24	TECHNICAL	Department of Budget and Management-Manila
	Public Financial Management Competency Program: Foundation Track	10/17/2018	10/19/2018	24	TECHNICAL	Department of Budget and Management-Manila
	Seminar on Good Governance	04/27/2018	04/27/2018	8	TECHNICAL	University of Southern Mindanao Employees' Credit Cooperative
	People Managers Association of State Universities And Colleges Annual Seminar and Convention	04/25/2017	04/27/2017	24	MANAGERIAL	University of Southeastern Philippines
	71st Philippine Institute of Certified Public Accountants Annual National Convention	11/24/2016	11/26/2016	24	TECHNICAL	Philippine Institute of CPAs (PICPA) XI
	Seminar on Laws and Rules on Gov't Expenditures	11/10/2015	11/13/2015	32	TECHNICAL	Commission on Audit XII
	37th Government Association of CPAs Annual National Convention	04/15/15	04/18/15	32	TECHNICAL	Government Association of CPAs (GACPA)
	Unified Accounting Code System (UACS) Foundation and Challenges for SUCs	11/18/2014	11/20/2014	24	TECHNICAL	Department of Budget and Management XII
	13rd Conference Association of CPAs in Mindanao and 22nd Philippine Institute of Certified Public Accountants (PICPA) Mindanao Regional Conference	10/23/2014	10/25/2014	24	TECHNICAL	Association of CPAs in Mindanao (ACPAMin)
	International Women's Human Rights & Governance Summer Course	05/05/2014	05/10/2014	48	TECHNICAL	Miriam College
	8th Philippine Institute of Certified Public Accounts Annual National Convention	11/13/2013	11/16/2013	32	TECHNICAL	Philippine Institute of CPAs (PICPA)
	Department of Budget and Management Orientation on GMIS Web-Based Application System	3/18/2012	3/21/2012	32	TECHNICAL	Department of Budget and Management-Manila
	GAP Conception-Seminar	10/19/2011	10/22/2011	32	TECHNICAL	Association of Government Accountants in the Philippines (AGAP)
	10th Association of Certified Public Accountants Mindanao Conference and 19th Philippine Institute of Certified Public Accountants Joint Mindanao Conference	8/19/2010	8/21/2010	24	TECHNICAL	Philippine Institute of CPAs (PICPA)
	10th Accounting Teacher's Conference	4/19/2010	4/21/2010	24	TECHNICAL	Association of CPAs in Education (ACPAE)

CERTIFIED TRUE COPY:

MARGIE D. GALANG
CHIEF ADMINISTRATIVE OFFICER
University of Southern Mindanao

Date: _____

(Continue on separate sheet if necessary)

OTHER INFORMATION

1. SPECIAL SKILLS AND HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	NONE	Philippine Institute of Certified Public Accountants-Noth Cotabato Chapter

(Continue on separate sheet if necessary)

SIGNATURE

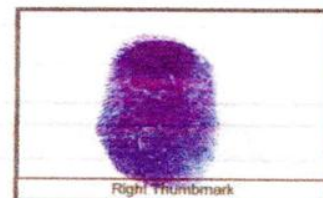
DATE

January 31, 2023

34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?	☐ YES ☒ NO ☐ YES ☒ NO If YES, give details: _____												
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?	☐ YES ☒ NO If YES, give details: _____ ☐ YES ☒ NO If YES, give details: _____ Date Filed: _____ Status of Case/s: _____												
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?	☒ YES ☒ NO If YES, give details: _____												
37. Have you ever been separated from the service in any of the following modes: resignation, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector?	☐ YES ☒ NO If YES, give details: _____												
38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)? b. Have you resigned from the government service during the three (3)-month period before the last election to promote/actively campaign for a national or local candidate?	☐ YES ☒ NO If YES, give details: _____ ☐ YES ☒ NO If YES, give details: _____												
39. Have you acquired the status of an immigrant or permanent resident of another country?	☐ YES ☒ NO If YES, give details (country): _____												
40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items: a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent?	☐ YES ☒ NO If YES, please specify: _____ ☐ YES ☒ NO If YES, please specify ID No: _____ ☐ YES ☒ NO If YES, please specify ID No: _____												
41. REFERENCES (Person not related by consanguinity or affinity to applicant / appointee) <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">NAME</th> <th style="width: 33%;">ADDRESS</th> <th style="width: 33%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>BERNABE B. MONDIA</td> <td>USM, KABACAN, COTABATO</td> <td>9989672810</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	BERNABE B. MONDIA	USM, KABACAN, COTABATO	9989672810						
NAME	ADDRESS	TEL. NO.											
BERNABE B. MONDIA	USM, KABACAN, COTABATO	9989672810											
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.													
Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance Government issued ID: PRC ID/License/Passport No.: 0126845 Date/Place of Issuance: 2008/PRC DAVAO	Signature (Sign inside the box) 1/30/23 Date Accomplished												
43. 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.													
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above. MARGIE B. GALANG CHIEF ADMINISTRATIVE OFFICER University of Southern Mindanao Date: _____ Person Administering Oath													



PHOTO



Right Thumbmark



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**AN EXCERPT FROM THE MINUTES OF THE 156th REGULAR MEETING OF THE USM
GOVERNING BOARD ON JUNE 11, 2024 AT THE CHED-HEDC BUILDING, DILIMAN,
QUEZON CITY and VIA ZOOM TELECONFERENCE**

Approving the proposed budget utilization for the period of April 1, 2024 to June 30, 2024 subject to the provisions of RA 8292, and other relevant auditing rules and regulations, summarized below:

PAP/OBJECT OF EXPENDITURES/PARTICULARS	Cash Balance as of Jan 1, 2024	Add: Collections for the period Jan 1 to May 31, 2024	Total Cash	Less: Total Obligations as of May 31, 2024	Cash Available for Utilization	Proposed Utilization (July 1-Sept 30, 2024)
A. Tuition and Other Fees	103,664,306.67	60,979,351.74	164,643,658.41	44,205,706.76	120,337,952.65	110,567,581.73
MOOE			72,659,251.89	39,888,944.56	32,770,307.33	28,611,042.58
Capital Outlay			1,508,449.09	-	1,508,449.09	1,027,505.00
Continuing			39,074,336.64	2,610,188.55	36,464,148.09	36,464,148.09
New Projects			51,301,620.79	1,706,572.65	49,595,048.14	44,464,886.06
B. Fiduciary	130,903,890.96	24,643,879.28	155,547,770.24	16,545,768.73	139,002,001.51	125,280,056.57
MOOE			113,955,401.03	15,677,481.67	98,277,919.36	89,482,066.61
Capital Outlay			24,683,867.20	-	24,683,867.20	19,757,775.01
Continuing			16,908,502.01	868,287.06	16,040,214.95	16,040,214.95
C. IGP	37,078,110.13	2,350,648.84	42,178,955.97	28,071,569.08	14,107,386.89	12,286,504.41
MOOE			37,473,082.18	24,951,033.32	12,522,048.86	11,293,861.00
Capital Outlay			1,619,987.00	339,000.00	1,280,987.00	688,292.48
Continuing			3,085,886.79	2,781,535.86	304,350.93	304,350.93
D. Other Funds	150,000.00		150,000.00	-	150,000.00	150,000.00
TOTAL	271,696,307.76	87,973,879.86	362,420,384.62	88,823,043.57	273,597,341.05	248,284,142.71

[illegible]

JENNIFER E. SINCO
Board Secretary V

OFFICE OF THE BOARD SECRETARY
RELEASED

RONALD L. ADAMAT, PhD PD
Chairperson, USM Board of Regents
Commissioner, CHED

JAMELLA C. MANGILING
Administrative Aide VI
USM, Kabacan, Cotabato;

**"UNITY IN DIVERSITY AND
SUSTAINABLE DEVELOPMENT IN
MINDANAO THROUGH QUALITY AND RELEVANT EDUCATION."**

USM-BRD-Fo2.Rev.1.2024.01.31



D.3 Evidence of participation of academic unit in budget allocation

UNIVERSITY OF SOUTHERN MINDANAO PROJECT PROCUREMENT MANAGEMENT PLAN 2024

NOTE: PLEASE HIDE COLUMNS WITH NO "TOTAL AMOUNT FOR THE YEAR" ENTRIES BEFORE PRINTING

Department/College/Project:

Department Head/College Dean/Project Leader:

Contact Person (if different from Head):

Funding Agency (External):

Contact Number:

Contact Number:

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year					
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT	
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
MOOE																										
Office Supplies																										
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, A4	piece	5	0	5	10	550.00	5	0	5	10	550.00	5	0	5	10	550.00	5	0	5	10	550.00	25	55.0	1,375.00
4	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, legal	piece	5	0	0	5	325.00	5	0	0	5	325.00	5	0	0	5	325.00	5	0	0	5	325.00	20	65.0	1,300.00
5	60121534-ER-P01	ERASER, plastic, rubber	piece	5	0	0	5	50.00	5	0	0	5	50.00	5	0	0	5	50.00	5	0	0	5	50.00	20	10.0	200.00
6	60121524-SP-G01	SIGN PEN, Black, liquid or gel	piece	5	5	0	10	450.00	10	0	0	10	450.00	10	0	0	10	450.00	10	0	0	10	450.00	40	45.0	1,800.00
7	60121524-SP-G02	SIGN PEN, Blue, liquid or gel	piece	5	5	0	10	450.00	5	0	0	5	225.00	5	0	0	5	225.00	5	0	0	5	225.00	25	45.0	1,125.00
8	60121524-SP-G03	SIGN PEN, Red, liquid or gel	piece	5	5	0	10	450.00	5	0	0	5	225.00	5	0	0	5	225.00	5	0	0	5	225.00	25	45.0	1,125.00
9	60121124-WRP-P01	WRAPPING PAPER, kraft, 50 sheets per pack	pack	5	0	0	5	1,047.60	5	0	0	5	1,047.60	0	0	0	0	0.00	5	0	0	5	1,047.60	15	209.6	3,143.40
MANUFACTURING COMPONENTS AND SUPPLIES																										
62	31201510-GL-J01	GLUE, all-purpose, 200 grams	jar	5	0	0	5	530.40	5	0	0	5	530.40	5	0	0	5	530.40	5	0	0	5	530.40	20	106.1	2,121.60
63	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23x13	box	5	0	0	5	286.00	5	0	0	5	286.00	5	0	0	5	286.00	5	0	0	5	286.00	20	57.2	1,144.00
64	31151804-SW-S01	STAPLE WIRE, standard	box	5	0	0	5	345.00	5	0	0	5	345.00	5	0	0	5	345.00	5	0	0	5	345.00	20	69.0	1,380.00
65	31201502-TA-E01	TAPE, electrical	roll	5	0	0	5	194.50	5	0	0	5	194.50	5	0	0	5	194.50	5	0	0	5	194.50	20	38.9	778.00
66	31201503-TA-M01	TAPE, masking, 24mm	roll	5	0	0	5	402.20	5	0	0	5	402.20	5	0	0	5	402.20	5	0	0	5	402.20	20	80.4	1,608.60
67	31201503-TA-M02	TAPE, masking, 48 mm	roll	5	0	0	5	787.50	5	0	0	5	787.50	5	0	0	5	787.50	5	0	0	5	787.50	20	157.5	3,150.00
68	31201517-TA-P01	TAPE, packaging, 48 mm	roll	5	0	0	5	223.60	5	0	0	5	223.60	5	0	0	5	223.60	5	0	0	5	223.60	20	44.7	894.00
69	31201512-TA-T01	TAPE, transparent, 24mm	roll	5	0	0	5	223.60	5	0	0	5	223.60	5	0	0	5	223.60	5	0	0	5	223.60	20	44.7	894.00
70	31201512-TA-T02	TAPE, transparent, 48 mm	roll	5	0	0	5	223.60	5	0	0	5	223.60	5	0	0	5	223.60	5	0	0	5	223.60	20	44.7	894.00
71	31151507-TW-P01	TWINE, plastic	roll	5	0	0	5	442.00	2	0	0	2	176.80	2	0	0	2	176.80	2	0	0	2	176.80	11	88.4	972.40
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
72	41111604-RJ-P02	RULER, plastic, 450 mm	piece	5	0	0	5	227.50	5	0	0	5	227.50	0	5	0	5	227.50	0	0	0	0	0.00	15	45.5	682.50
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
73	44121612-BL-H01	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	tube	3	0	0	3	165.00	3	0	0	3	165.00	3	0	0	3	165.00	3	0	0	3	165.00	12	55.0	660.00
74	44101602-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	2	0	0	2	24,700.00	2	0	0	2	24,700.00	0	0	0	0	0.00	0	0	0	0	0.00	4	12,350.0	49,400.00
76	44121710-CH-W01	CHALK, white animal, 100 pieces per box	box	1	0	0	1	120.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	120.00	120.00
77	44122105-BF-C01	CLIP, back-fold, 19mm	box	5	0	0	5	117.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	23.4	117.00
78	44122105-BF-C02	CLIP, back-fold, 25mm	box	5	0	0	5	130.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	26.0	130.00
79	44122105-BF-C03	CLIP, back-fold, 32mm	box	5	0	0	5	195.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	39.0	195.00
80	44122105-BF-C04	CLIP, back-fold, 50mm	box	5	0	0	5	392.10	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	78.4	392.10
81	44121801-CT-R02	CORRECTION TAPE, 8 meters	piece	4	0	0	4	140.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	35.0	140.00
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	5	0	0	5	206.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	41.2	206.20
83	44111515-DF-B01	DATA FILE BOX	piece	5	0	0	5	2,918.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	583.7	2,918.50
84	44122011-DF-F01	DATA FOLDER	piece	10	0	0	10	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	180.0	1,800.00
85	44102022-CIS-M01	DATING AND STAMPING MACHINE	piece	2	0	0	2	1,534.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	767.0	1,534.00
86	44121506-EN-D01	ENVELOPE, Documentary, A4, 500 pieces per box	box	3	0	0	3	3,607.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	-1,202.5	3,607.50
87	44121506-EN-D02	ENVELOPE, Documentary, legal, 500 pieces per box	box	3	0	0	3	4,387.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	-1,462.5	4,387.50
88	44121506-EN-R01	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	3	0	0	3	5,265.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	1,755.0	5,265.00
89	44121506-EN-R02	ENVELOPE, Expanding, Plastic	piece	5	0	0	5	292.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	58.5	292.50

90	44121506-EN-M02	ENVELOPE, Mailing, 500 pieces per box	box	1	0	0	1	562.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	562.3	562.28
91	44121504-EN-W02	ENVELOPE, Mailing, with window, 500 pieces per box	box	1	0	0	1	643.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	643.5	643.50
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	2	0	0	2	50.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	50.0	50.00
93	44101714-FX-M01	FACSIMILE MACHINE	unit	1	0	0	1	11,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	11,200.0	11,200.00
94	44122118-FA-P01	FASTENER, metal, non-sharp edges, 50 sets per box	box	2	0	0	2	283.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	283.9	283.92
95	44111515-FQ-X01	FILE ORGANIZER, expanding, plastic, legal	piece	3	0	0	3	813.75	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	813.7	813.75
96	44122018-FI-D01	FILE TAB/INDEX DIVIDER, Bristol board, A4	set	3	0	0	3	2,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	2,400.0	2,400.00
97	44122018-FI-D02	FILE TAB/INDEX DIVIDER, Bristol board, legal	set	3	0	0	3	2,722.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	2,722.2	2,722.20
98	44122011-FQ-F01	FOLDER, Fancy with slide, A4, 50 pieces per bundle	bundle	3	0	0	3	1,054.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	1,054.5	1,054.56
99	44122011-FQ-F02	FOLDER, Fancy with slide, legal, 50 pieces per bundle	bundle	3	0	0	3	1,117.35	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	1,117.3	1,117.35
100	44122011-FQ-L01	FOLDER, L-type, A4, 50 pieces per pack	pack	3	0	0	3	731.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	731.4	731.40
101	44122011-FQ-L02	FOLDER, L-type, legal, 50 pieces per pack	pack	3	0	0	3	930.42	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	930.4	930.42
102	44122017-FQ-P01	FOLDER, pressboard, 100 pieces per box	box	3	0	0	3	5,460.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	5,460.0	5,460.00
103	44122011-FQ-T01	FOLDER with tab, A4, 100 pieces per pack	pack	3	0	0	3	2,254.98	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	2,254.9	2,254.98
104	44122011-FQ-T04	FOLDER with tab, legal, 100 pieces per pack	pack	3	0	0	3	1,299.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	1,299.7	1,299.72
105	44122006-IT-T01	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	3	0	0	3	312.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	312.0	312.00
106	44111515-MF-B02	MAGAZINE FILE BOX, Large	piece	3	0	0	3	540.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	540.0	540.00
107	44121715-MW-F01	MARKER, Fluorescent, 3 colors per set	set	3	0	0	3	182.25	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	182.2	182.25
108	44121708-MP-B01	MARKER, Permanent, Black	piece	5	0	0	5	87.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	87.5	87.50
109	44121708-MP-B02	MARKER, Permanent, Blue	piece	5	0	0	5	87.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	87.5	87.50
110	44121708-MP-B03	MARKER, Permanent, Red	piece	5	0	0	5	87.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	87.5	87.50
111	44121708-MW-B01	MARKER, Whiteboard, Black	piece	5	0	0	5	87.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	87.5	87.50
112	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	5	0	0	5	87.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	87.5	87.50
113	44121708-MW-B03	MARKER, Whiteboard, Red	piece	5	0	0	5	87.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	87.5	87.50
114	44122104-PC-C01	PAPER CLIP, vinylplastic coated, 33mm	box	5	0	0	5	88.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	88.2	88.20
115	44122104-PC-C02	PAPER CLIP, vinylplastic coated, jumbo, 50mm	box	5	0	0	5	137.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	137.8	137.80
116	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, table top	unit	5	0	0	5	46,488.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	46,488.0	46,488.00
117	44121706-PE-L01	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	5	0	0	5	975.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	975.0	975.00
118	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	5	0	0	5	1,950.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,950.0	1,950.00
119	44101602-PJ-P01	PUNCHER, paper, heavy duty	piece	5	0	0	5	1,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,600.0	1,600.00
120	44122017-RB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	5	0	0	5	2,625.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	2,625.0	2,625.00
121	44122101-RU-B01	RUBBER BAND No. 18, 350g	box	3	0	0	3	825.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	825.0	825.00
122	44121605-SF-F01	STAMP PAD, felt	piece	5	0	0	5	278.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	278.5	278.50
123	44121618-S5-S01	SCISSORS, symmetrical or asymmetrical	pair	5	0	0	5	292.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	292.5	292.50
124	44121615-ST-S01	STAPLER, standard type	piece	4	0	0	4	820.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	820.0	820.00
125	44121615-ST-S01	STAPLER, heavy duty (binder type), desktop	unit	4	0	0	4	5,440.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	5,440.0	5,440.00
126	44121613-SR-P01	STAPLE REMOVER, plier type	piece	3	0	0	3	225.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	225.0	225.00
127	44121605-TD-T01	TAPE DISPENSER, table top	piece	5	0	0	5	750.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	750.0	750.00
PAPER MATERIALS AND PRODUCTS																										
128	44111525-CA-A01	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	5	0	0	5	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,500.0	1,500.00
129	44111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 2,000 x	box	5	0	0	5	8,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	8,000.0	8,000.00
130	44111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 x	box	3	0	0	3	4,920.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	4,920.0	4,920.00
131	44111506-CF-L20	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 x	box	3	0	0	3	4,920.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	4,920.0	4,920.00
132	44111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 x	box	3	0	0	3	5,640.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	5,640.0	5,640.00
133	44111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 set	box	4	0	0	4	7,520.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	7,520.0	7,520.00
134	44111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 set	box	4	0	0	4	7,520.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	7,520.0	7,520.00
135	44111606-LL-C01	LOOSE LEAF COVER, 50 sets per bundle	bundle	5	0	0	5	5,187.25	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	5,187.2	5,187.25
136	44111514-NP-S02	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	5	0	0	5	240.90	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	240.9	240.90
137	44111514-NP-S04	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	5	0	0	5	385.30	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	385.3	385.30
138	44111514-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	5	0	0	5	338.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	338.0	338.00
139	44111514-NB-S01	NOTEBOOK, stenographic	piece	5	0	0	5	160.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	160.0	160.00
140	44111507-PP-M01	PAPER, MULTICOPIY A4, 500 sheets per ream	ream	5	0	0	5	1,658.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,658.5	1,658.50
141	44111507-PP-M02	PAPER, MULTICOPIY LEGAL, 500 sheets per ream	ream	5	0	0	5	2,180.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	2,180.0	2,180.00
142	44111507-PP-C01	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	5	0	0	5	1,635.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,635.0	1,635.00
143	44111507-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	5	0	0	5	1,788.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,788.5	1,788.50
144	44111531-PP-R01	PAD PAPER, ruled	pad	5	0	0	5	215.30	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	215.3	215.30

D.4 Statement of Budget Priorities

P.5. UNIVERSITY OF SOUTHERN MINDANAO

For general administration and support, support to operations, and operations, including locally-funded project(s), as indicated hereunder..... P 663,993,000

New Appropriations, by Program

PROGRAMS	<u>Current Operating Expenditures</u>			
	<u>Personnel Services</u>	<u>Maintenance and Other Operating Expenses</u>	<u>Capital Outlays</u>	<u>Total</u>
General Administration and Support	P 150,660,000	P 51,309,000	P 33,534,000	P 235,503,000
Support to Operations	10,044,000	431,000		10,475,000
Operations	336,882,000	42,633,000	38,500,000	418,015,000
HIGHER EDUCATION PROGRAM	306,881,000	21,316,000	38,500,000	366,697,000
ADVANCED EDUCATION PROGRAM	21,985,000	2,430,000		24,415,000
RESEARCH PROGRAM	6,854,000	16,854,000		23,708,000
TECHNICAL ADVISORY EXTENSION PROGRAM	1,162,000	2,033,000		3,195,000
TOTAL NEW APPROPRIATIONS	P 497,586,000	P 94,373,000	P 72,034,000	P 663,993,000

New Appropriations, by Programs/Activities/Projects

PROGRAMS	<u>Current Operating Expenditures</u>			
	<u>Personnel Services</u>	<u>Maintenance and Other Operating Expenses</u>	<u>Capital Outlays</u>	<u>Total</u>
General Administration and Support				
General Management and Supervision	P 67,791,000	P 51,309,000	P 4,534,000	P 123,634,000
Administration of Personnel Benefits	82,869,000			82,869,000
Project(s)				
Locally-Funded Project(s)			29,000,000	29,000,000
Rehabilitation and Upgrading of USM Water Systems			10,000,000	10,000,000
Upgrading of USM KCC Perimeter Fence			5,000,000	5,000,000

Perimeter Fencing in Buluan Campus			1,000,000	1,000,000
Installation of Engineering Structure for Sanitation and Control of Emerging Diseases			10,000,000	10,000,000
Perimeter Fencing in Libungan Campus			3,000,000	3,000,000
Sub-total, General Administration and Support	150,660,000	51,309,000	33,534,000	235,503,000
Support to Operations				
Auxiliary Services	10,044,000	431,000		10,475,000
Sub-total, Support to Operations	10,044,000	431,000		10,475,000
Operations				
Relevant and quality tertiary education ensured to achieve inclusive growth and access of poor but deserving students to quality tertiary education increased	306,881,000	21,316,000	38,500,000	366,697,000
HIGHER EDUCATION PROGRAM	306,881,000	21,316,000	38,500,000	366,697,000
Provision of Higher Education Services	306,881,000	20,316,000	1,000,000	328,197,000
Project(s)				
Locally-Funded Project(s)		1,000,000	37,500,000	38,500,000
On-going Construction of 2-Storey IMEAS Building and Procurement of Equipment/Facilities for its Classrooms			3,500,000	3,500,000
Repair of Academic Building-USM KCC and Procurement of Equipment for USM KCC Academic Building			2,000,000	2,000,000
Procurement of Equipment for CHEFs Laboratory			3,000,000	3,000,000
Retrofitting/Repair of various Academic Buildings Stricken by Series of Earthquakes to Comply with IATF Protocols for Health and Emerging Diseases at USM Kidapawan City Campus			19,000,000	19,000,000
Upgrading of CASS Building in the Establishment of COVID Related Psychosocial Research and Psychological Testing			10,000,000	10,000,000
Conduct of Activities for Sports and Culture Development		500,000		500,000
ICT Connection and Other Equipment		500,000		500,000
Higher education research improved to promote economic productivity and innovation	28,839,000	19,284,000		48,123,000

GENERAL APPROPRIATIONS ACT, FY 2021

ADVANCED EDUCATION PROGRAM	21,985,000	2,430,000	24,415,000
Provision of Advanced Education Services	21,985,000	2,430,000	24,415,000
RESEARCH PROGRAM	6,854,000	16,854,000	23,708,000
Conduct of Research Services	6,854,000	11,854,000	18,708,000
Project(s)			
Locally-Funded Project(s)		5,000,000	5,000,000
Futures Thinking Research and Innovations for Food Systems and Food Security		5,000,000	5,000,000
Community engagement increased	1,162,000	2,033,000	3,195,000
TECHNICAL ADVISORY EXTENSION PROGRAM	1,162,000	2,033,000	3,195,000
Provision of Extension Services	1,162,000	2,033,000	3,195,000
Sub-total, Operations	336,882,000	42,633,000	38,500,000
TOTAL NEW APPROPRIATIONS	P 497,586,000	P 94,373,000	P 72,034,000
	P 663,993,000		

New Appropriations, by Object of Expenditures

(In Thousand Pesos)

Current Operating Expenditures

Personnel Services

Civilian Personnel

Permanent Positions

Basic Salary

320,553

Total Permanent Positions

320,553

Other Compensation Common to All

Personnel Economic Relief Allowance

15,312

Representation Allowance

252

Transportation Allowance

252

Clothing and Uniform Allowance

3,828

Monoraria

3,105

Mid-Year Bonus - Civilian

26,712

Year End Bonus

26,712

Cash Gift

3,190

Productivity Enhancement Incentive

3,190

Step Increment

801

Total Other Compensation Common to All

83,354

Other Compensation for Specific Groups

Magna Carta for Public Health Workers	562
Lump-sum for filling of Positions - Civilian	80,346
Total Other Compensation for Specific Groups	80,908
Other Benefits	
PAG-IBIG Contributions	764
PhilHealth Contributions	3,255
Employees Compensation Insurance Premiums	764
Terminal Leave	2,523
Total Other Benefits	7,306
Non-Permanent Positions	5,465
Total Personnel Services	497,586
Maintenance and Other Operating Expenses	
Travelling Expenses	7,252
Training and Scholarship Expenses	3,864
Supplies and Materials Expenses	27,569
Utility Expenses	21,068
Communication Expenses	1,091
Survey, Research, Exploration and Development Expenses	5,000
Confidential, Intelligence and Extraordinary Expenses	
Extraordinary and Miscellaneous Expenses	162
Professional Services	1,364
General Services	5,724
Repairs and Maintenance	4,127
Financial Assistance/Subsidy	13,626
Taxes, Insurance Premiums and Other Fees	936
Other Maintenance and Operating Expenses	
Representation Expenses	1,473
Membership Dues and Contributions to Organizations	158
Subscription Expenses	3
Other Maintenance and Operating Expenses	956
Total Maintenance and Other Operating Expenses	94,373
Total Current Operating Expenditures	591,959
Capital Outlays	
Property, Plant and Equipment Outlay	
Infrastructure Outlay	10,000
Buildings and Other Structures	48,000
Machinery and Equipment Outlay	14,034
Total Capital Outlays	72,034
TOTAL NEW APPROPRIATIONS	663,993

D.5 Plantilla of administrative officer

P.5. UNIVERSITY OF SOUTHERN MINDANAO

For general administration and support, support to operations, and operations, including locally-funded project(s), as indicated hereunder..... P 663,993,000

New Appropriations, by Program

PROGRAMS	Current Operating Expenditures			
	Personnel Services	Maintenance and Other Operating Expenses	Capital Outlays	Total
General Administration and Support	P 150,660,000	P 51,309,000	P 33,534,000	P 235,503,000
Support to Operations	10,044,000	431,000		10,475,000
Operations	336,882,000	42,633,000	38,500,000	418,015,000
HIGHER EDUCATION PROGRAM	306,881,000	21,316,000	38,500,000	366,697,000
ADVANCED EDUCATION PROGRAM	21,985,000	2,430,000		24,415,000
RESEARCH PROGRAM	6,854,000	16,854,000		23,708,000
TECHNICAL ADVISORY EXTENSION PROGRAM	1,162,000	2,033,000		3,195,000
TOTAL NEW APPROPRIATIONS	P 497,586,000	P 94,373,000	P 72,034,000	P 663,993,000

New Appropriations, by Programs/Activities/Projects

PROGRAMS	Current Operating Expenditures			
	Personnel Services	Maintenance and Other Operating Expenses	Capital Outlays	Total
General Administration and Support				
General Management and Supervision	P 67,791,000	P 51,309,000	P 4,534,000	P 123,634,000
Administration of Personnel Benefits	82,869,000			82,869,000
Project(s)				
Locally-Funded Project(s)			29,000,000	29,000,000
Rehabilitation and Upgrading of USM Water Systems			10,000,000	10,000,000
Upgrading of USM KCC Perimeter Fence			5,000,000	5,000,000

GENERAL APPROPRIATIONS ACT, FY 2021

ADVANCED EDUCATION PROGRAM	21,985,000	2,430,000		24,415,000
Provision of Advanced Education Services	21,985,000	2,430,000		24,415,000
RESEARCH PROGRAM	6,854,000	16,854,000		23,708,000
Conduct of Research Services	6,854,000	11,854,000		18,708,000
Project(s)				
Locally-Funded Project(s)		5,000,000		5,000,000
Futures Thinking Research and Innovations for Food Systems and Food Security		5,000,000		5,000,000
Community engagement increased	1,162,000	2,033,000		3,195,000
TECHNICAL ADVISORY EXTENSION PROGRAM	1,162,000	2,033,000		3,195,000
Provision of Extension Services	1,162,000	2,033,000		3,195,000
Sub-total, Operations	336,882,000	42,633,000	38,500,000	418,015,000
TOTAL NEW APPROPRIATIONS	P 497,586,000	P 94,373,000	P 72,034,000	P 663,993,000

New Appropriations, by Object of Expenditures

(In Thousand Pesos)

Current Operating Expenditures

Personnel Services

Civilian Personnel

Permanent Positions

Basic Salary

320,553

Total Permanent Positions

320,553

Other Compensation Common to All

Personnel Economic Relief Allowance

15,312

Representation Allowance

252

Transportation Allowance

252

Clothing and Uniform Allowance

3,828

Honoraria

3,105

Mid-Year Bonus - Civilian

26,712

Year End Bonus

26,712

Cash Gift

3,190

Productivity Enhancement Incentive

3,190

Step Increment

801

Total Other Compensation Common to All

83,354

Other Compensation for Specific Groups

Magna Carta for Public Health Workers	562
Lump-sum for filling of Positions - Civilian	80,346
Total Other Compensation for Specific Groups	80,908
Other Benefits	
PAG-IBIG Contributions	764
PhilHealth Contributions	3,255
Employees Compensation Insurance Premiums	764
Terminal Leave	2,523
Total Other Benefits	7,306
Non-Permanent Positions	5,465
Total Personnel Services	497,586
Maintenance and Other Operating Expenses	
Travelling Expenses	7,252
Training and Scholarship Expenses	3,864
Supplies and Materials Expenses	27,569
Utility Expenses	21,068
Communication Expenses	1,091
Survey, Research, Exploration and Development Expenses	5,000
Confidential, Intelligence and Extraordinary Expenses	
Extraordinary and Miscellaneous Expenses	162
Professional Services	1,364
General Services	5,724
Repairs and Maintenance	4,127
Financial Assistance/Subsidy	13,626
Taxes, Insurance Premiums and Other Fees	936
Other Maintenance and Operating Expenses	
Representation Expenses	1,473
Membership Dues and Contributions to Organizations	158
Subscription Expenses	3
Other Maintenance and Operating Expenses	956
Total Maintenance and Other Operating Expenses	94,373
Total Current Operating Expenditures	591,959
Capital Outlays	
Property, Plant and Equipment Outlay	
Infrastructure Outlay	10,000
Buildings and Other Structures	48,000
Machinery and Equipment Outlay	14,034
Total Capital Outlays	72,034
TOTAL NEW APPROPRIATIONS	663,993

P.4. UNIVERSITY OF SOUTHERN MINDANAO

For general administration and support, support to operations, and operations, including locally-funded project(s), as indicated hereunder..... P 593,642,000

New Appropriations, by Program
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Current Operating Expenditures

PROGRAMS	Personnel Services	Maintenance and Other Operating Expenses	Capital Outlays	Total
General Administration and Support	P 117,896,000	P 28,843,000	P	P 146,739,000
Support to Operations	9,617,000	400,000		10,017,000
Operations	309,510,000	32,376,000	95,000,000	436,886,000
HIGHER EDUCATION PROGRAM	278,823,000	15,397,000	95,000,000	389,220,000
ADVANCED EDUCATION PROGRAM	23,270,000	1,146,000		24,416,000
RESEARCH PROGRAM	6,337,000	14,007,000		20,344,000
TECHNICAL ADVISORY EXTENSION PROGRAM	1,080,000	1,826,000		2,906,000
TOTAL NEW APPROPRIATIONS	P 437,023,000	P 61,619,000	P 95,000,000	P 593,642,000

New Appropriations, by Programs/Activities/Projects
=====

PROGRAMS	Current Operating Expenditures			
	Personnel Services	Maintenance and Other Operating Expenses	Capital Outlays	Total
General Administration and Support				
General Management and Supervision	P 64,619,000	P 28,843,000		P 93,462,000
Administration of Personnel Benefits	53,277,000			53,277,000
Sub-total, General Administration and Support	117,896,000	28,843,000		146,739,000
Support to Operations				
Auxiliary Services	9,617,000	400,000		10,017,000
Sub-total, Support to Operations	9,617,000	400,000		10,017,000
Operations				
Relevant and quality tertiary education ensured to achieve inclusive growth and access of poor but deserving students to quality tertiary education increased	278,823,000	15,397,000	95,000,000	389,220,000
HIGHER EDUCATION PROGRAM	278,823,000	15,397,000	95,000,000	389,220,000
Provision of Higher Education Services	278,823,000	14,897,000	10,000,000	303,720,000
Project(s)				
Locally-funded Project(s)		500,000	85,000,000	85,500,000
On-going Construction of 2-Storey IMEAS Building and Procurement of Equipment/Facilities for its Classrooms			35,000,000	35,000,000
Repair of Academic Building-USM ECC and Procurement of Equipment for USM KCC Academic Building			20,000,000	20,000,000
Procurement of Equipment for CHEFs Laboratory			30,000,000	30,000,000
Conduct of Activities for Sports and Culture Development		500,000		500,000
Higher education research improved to promote economic productivity and innovation	29,607,000	15,153,000		44,760,000
ADVANCED EDUCATION PROGRAM	23,270,000	1,146,000		24,416,000
Provision of Advanced Education Services	23,270,000	1,146,000		24,416,000

RESEARCH PROGRAM	6,337,000	14,007,000	20,344,000
Conduct of Research Services, including P1,000,000 for Research Rewards/Incentives	6,337,000	14,007,000	20,344,000
Community engagement increased	1,080,000	1,826,000	2,906,000
TECHNICAL ADVISORY EXTENSION PROGRAM	1,080,000	1,826,000	2,906,000
Provision of Extension Services	1,080,000	1,826,000	2,906,000
Sub-total, Operations	309,510,000	32,376,000	95,000,000
TOTAL NEW APPROPRIATIONS	P 437,023,000	P 61,619,000	P 95,000,000
	P 593,642,000		

New Appropriations, by Object of Expenditures

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(In Thousand Pesos)

Current Operating Expenditures

Personnel Services

Civilian Personnel

Permanent Positions

Basic Salary

294,021

Total Permanent Positions

294,021

Other Compensation Common to All

Personnel Economic Relief Allowance

15,648

Representation Allowance

342

Transportation Allowance

342

Clothing and Uniform Allowance

3,912

Honoraria

3,105

Mid-Year Bonus - Civilian

24,502

Year End Bonus

24,502

Cash Gift

3,260

Productivity Enhancement Incentive

3,260

Step Increment

735

Total Other Compensation Common to All

79,608

Other Compensation for Specific Groups

Magna Carta for Public Health Workers

562

Lump-sum for filling of Positions - Civilian

41,876

Total Other Compensation for Specific Groups

42,438

Other Benefits

PAG-IBIG Contributions

782

PhilHealth Contributions

3,004

Employees Compensation Insurance Premiums

782

Loyalty Award - Civilian

500

Terminal Leave	11,401
Total Other Benefits	16,469
Non-Permanent Positions	4,487
Total Personnel Services	437,023
Maintenance and Other Operating Expenses	
Travelling Expenses	7,043
Training and Scholarship Expenses	3,769
Supplies and Materials Expenses	6,677
Utility Expenses	16,436
Communication Expenses	575
Awards/Rewards and Prizes	1,000
Confidential, Intelligence and Extraordinary Expenses	
Extraordinary and Miscellaneous Expenses	95
Professional Services	339
General Services	4,524
Repairs and Maintenance	4,009
Financial Assistance/Subsidy	13,626
Taxes, Insurance Premiums and Other Fees	936
Other Maintenance and Operating Expenses	
Representation Expenses	1,473
Membership Dues and Contributions to Organizations	158
Subscription Expenses	3
Other Maintenance and Operating Expenses	956
Total Maintenance and Other Operating Services	61,619
Total Current Operating Expenditures	498,642
Capital Outlays	
Property, Plant and Equipment Outlay	
Buildings and Other Structures	35,000
Machinery and Equipment Outlay	60,000
Total Capital Outlays	95,000
TOTAL NEW APPROPRIATIONS	593,642

P.4. UNIVERSITY OF SOUTHERN MINDANAO

For general administration and support, support to operations, and operations, including locally-funded project(s), as indicated hereunder..... P 514,772,000
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New Appropriations, by Program
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Current Operating Expenditures

	<u>Personnel Services</u>	<u>Maintenance and Other Operating Expenses</u>	<u>Capital Outlays</u>	<u>Total</u>
PROGRAMS				
General Administration and Support	P 122,860,000	P 25,424,000	P	P 148,284,000
Support to Operations	9,124,000	338,000		9,462,000
Operations	323,231,000	25,795,000	8,000,000	357,026,000
HIGHER EDUCATION PROGRAM	286,579,000	11,648,000	8,000,000	306,227,000
ADVANCED EDUCATION PROGRAM	29,668,000	988,000		30,656,000
RESEARCH PROGRAM	5,908,000	11,854,000		17,762,000
TECHNICAL ADVISORY EXTENSION PROGRAM	1,076,000	1,305,000		2,381,000
TOTAL NEW APPROPRIATIONS	P 455,215,000	P 51,557,000	P 8,000,000	P 514,772,000

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New Appropriations, by Programs/Activities/Projects

	Current Operating Expenditures			
	Personnel Services	Maintenance and Other Operating Expenses	Capital Outlays	Total
PROGRAMS				
General Administration and Support				
General Management and Supervision	P 64,493,000	P 25,424,000		P 89,917,000
Administration of Personnel Benefits	58,367,000			58,367,000
Sub-total, General Administration and Support	122,860,000	25,424,000		148,284,000
Support to Operations				
Auxiliary Services	9,124,000	338,000		9,462,000
Sub-total, Support to Operations	9,124,000	338,000		9,462,000
Operations				
Relevant and quality tertiary education ensured to achieve inclusive growth and access of deserving but poor students to quality tertiary education increased	286,579,000	11,648,000	8,000,000	306,227,000
HIGHER EDUCATION PROGRAM	286,579,000	11,648,000	8,000,000	306,227,000
Provision of Higher Education Services	286,579,000	11,648,000	3,000,000	301,227,000
Project(s)				
Locally-Funded Project(s)			5,000,000	5,000,000
Construction of USM Institute of Middle East Asian Studies Building			5,000,000	5,000,000
Higher education research improved to promote economic productivity and innovation	35,576,000	12,842,000		48,418,000
ADVANCED EDUCATION PROGRAM	29,668,000	988,000		30,656,000
Provision of Advanced Education Services	29,668,000	988,000		30,656,000
RESEARCH PROGRAM	5,908,000	11,854,000		17,762,000
Conduct of Research Services	5,908,000	11,854,000		17,762,000
Community engagement increased	1,076,000	1,305,000		2,381,000
TECHNICAL ADVISORY EXTENSION PROGRAM	1,076,000	1,305,000		2,381,000

Provision of Extension Services	1,076,000	1,305,000		2,381,000
Sub-total, Operations	323,231,000	25,795,000	8,000,000	357,026,000
TOTAL NEW APPROPRIATIONS	P 455,215,000	P 51,557,000	P 8,000,000	P 514,772,000

New Appropriations, by Object of Expenditures

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(In Thousand Pesos)

Current Operating Expenditures

Personnel Services

Civilian Personnel

Permanent Positions

Basic Salary	304,970
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Total Permanent Positions	304,970
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Other Compensation Common to All

Personnel Economic Relief Allowance	16,032
Representation Allowance	342
Transportation Allowance	342
Clothing and Uniform Allowance	4,008
Honoraria	3,105
Mid-Year Bonus - Civilian	25,414
Year End Bonus	25,414
Cash Gift	3,340
Productivity Enhancement Incentive	3,340
Step Increment	762

Total Other Compensation Common to All	82,099
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Other Compensation for Specific Groups

Magna Carta for Public Health Workers	562
Lump-sum for filling of Positions - Civilian	47,905

Total Other Compensation for Specific Groups	48,467
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Other Benefits

PAG-IBIG Contributions	801
PhilHealth Contributions	3,128
Employees Compensation Insurance Premiums	801
Terminal Leave	10,462

Total Other Benefits	15,192
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Non-Permanent Positions	4,487
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Total Personnel Services	455,215
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GENERAL APPROPRIATIONS ACT, FY 2019

Maintenance and Other Operating Expenses

Travelling Expenses	3,997
Training and Scholarship Expenses	3,676
Supplies and Materials Expenses	6,482
Utility Expenses	11,341
Communication Expenses	558
Confidential, Intelligence and Extraordinary Expenses	
Extraordinary and Miscellaneous Expenses	95
Professional Services	339
General Services	4,524
Repairs and Maintenance	3,893
Financial Assistance/Subsidy	13,626
Taxes, Insurance Premiums and Other Fees	936
Other Maintenance and Operating Expenses	
Representation Expenses	1,473
Membership Dues and Contributions to Organizations	158
Subscription Expenses	3
Other Maintenance and Operating Expenses	456
Total Maintenance and Other Operating Services	51,557
Total Current Operating Expenditures	506,772
Capital Outlays	
Property, Plant and Equipment Outlay	
Building and Other Structures	5,000
Machinery and Equipment Outlay	3,000
Total Capital Outlays	8,000
TOTAL NEW APPROPRIATIONS	514,772