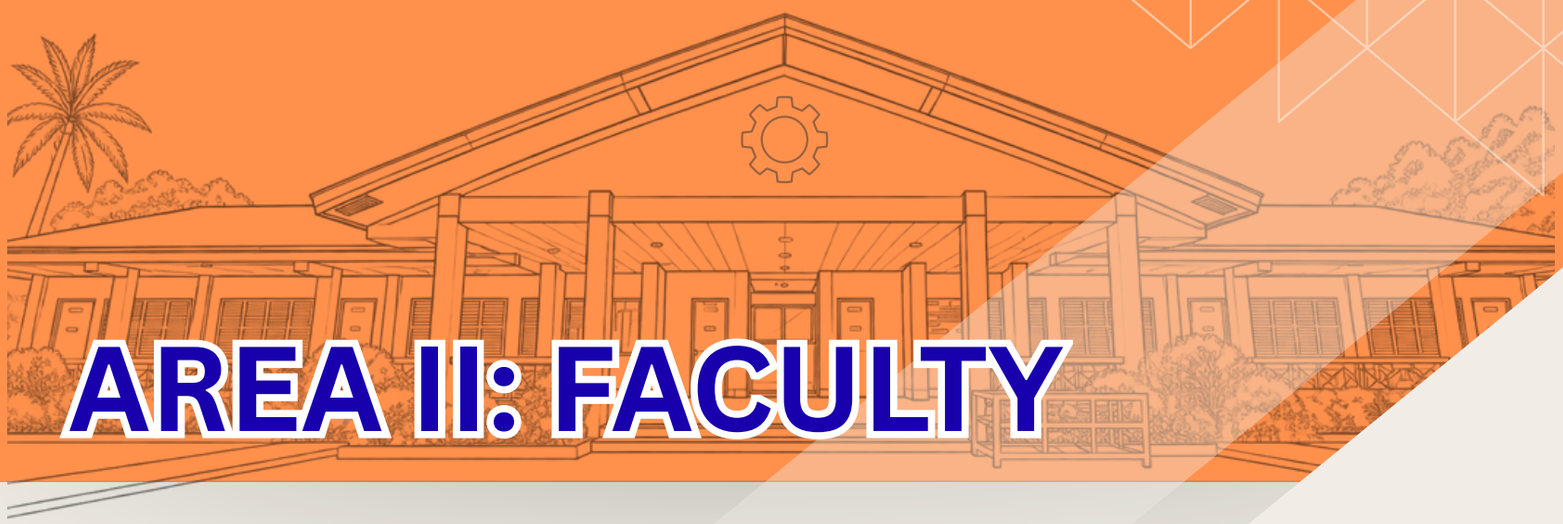
UNIVERSITY OF SOUTHERN MINDANAO
COLLEGE OF TRADES AND INDUSTRIES

AACCUP

LEVEL 1 SURVEY VISIT

BTVTED

BACHELOR OF
TECHNICAL - VOCATIONAL
TEACHER EDUCATION



AREA II: FACULTY

PARAMETER A:
ACADEMIC QUALIFICATIONS AND PROFESSIONAL EXPERIENCE

IMPLEMENTATION

I.1.2 research;

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

Special Order No. 1696H

Series of 2025

TO: **MR. NEIL REY V. RESPONTE**

SUBJECT: **Designation as COLLEGE RESEARCH COORDINATOR**

DATE: **Friday, 1 August 2025**

==========

Taking cognizance of your educational preparation and most of all your interest to lead the unit, your are hereby designated as **COLLEGE RESEARCH COORDINATOR** in addition to your plantilla position.

As such, you shall exercise the following duties and functions inherent in your designated position to the best of your ability:

1. Monitor research outlines and final research report in terms of standard format/style and checks if there is duplication of researches in the college;
2. Keeps copies of research report of student and faculty members;
3. Maintain an office where students, faculty members and other researchers can make use of available compilations of researchers in the college;
4. Sits in the thesis defense (outline and manuscript) session as needed; and
5. Checks on the observance/compliance to research ethics and protocols on plagiarism and study permits.
6. Reports and coordinates directly to your immediate supervisor; and
7. Serve as College Research Coordinator and proposed tasks during the regular semester and summer if applicable.

By virtue of this designation, you shall be entitled to a **load displacement of three (3) units an on Vacation/Sick Leave Status**. As such you shall indicate in your IPCR the following three target success indicators relevant to your functions:

a. percentage of thesis defense attended;
b. percentage of thesis checked for format and style on or before the deadline;
c. percentage of thesis checked for plagiarism and other research protocols.

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

This designation shall remain in force and in effect on **August 01, 2025 until July 31, 2026** or until otherwise the same is revoked by the undersigned or by a higher competent authority. All issuances that contradict to any of the provisions hereof are deemed revoked, amended or superseded.

JONALD L. PIMENTEL, PhD
SUC President IV

By Authority of the President:

NERISSA G. DELA VIÑA, PhD
HRMDO Director

Conforme:

____

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

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

Republic of the Philippines
UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato

COLLEGE OF TRADES AND INDUSTRIES

Special Order No. 015
Series of 2026

TO: **RENE JR C. CABAHUG, MTE**

SUBJECT: **DEPARTMENT RESEARCH COORDINATOR - Automotive Technology**

DATE: **January 05, 2026**

==========

Taking cognizance of your educational preparation and most all your interest to lead the unit, you are hereby designated as **DEPARTMENT RESEARCH COORDINATOR** in addition to your plantilla position.

As such you shall exercise the duties and functions inherent in your designated position to the best of your ability. You are also expected to promote and observe honestly, integrity, efficiency, responsiveness, and courtesy in your unit and help create a working climate conducive to public and accountability in consonance with existing laws and regulations.

This designation shall remain in force and in effect on **January 05, 2026 to December 31, 2026** or until otherwise the same is revoke by the undersigned or by a higher competent authority. All issuances that contradict to any of the provisions hereof are deemed revoked, amended or superseded.

By authority of the HRMDO

JOEL V. MISANES, PhD
CTI - Dean

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

Republic of the Philippines
UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato

COLLEGE OF TRADES AND INDUSTRIES

Special Order No. 016
Series of 2026

TO: **JP E. FORTINEZ, MAFAD**

SUBJECT: **DEPARTMENT RESEARCH COORDINATOR - Drafting Technology**

DATE: **January 05, 2026**

==========

Taking cognizance of your educational preparation and most all your interest to lead the unit, you are hereby designated as **DEPARTMENT RESEARCH COORDINATOR** in addition to your plantilla position.

As such you shall exercise the duties and functions inherent in your designated position to the best of your ability. You are also expected to promote and observe honestly, integrity, efficiency, responsiveness, and courtesy in your unit and help create a working climate conducive to public and accountability in consonance with existing laws and regulations.

This designation shall remain in force and in effect on **January 05, 2026 to December 31, 2026** or until otherwise the same is revoke by the undersigned or by a higher competent authority. All issuances that contradict to any of the provisions hereof are deemed revoked, amended or superseded.

By authority of the HRMDO

JOEL V. MISANES, PhD
CTI - Dean

Republic of the Philippines
UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato

COLLEGE OF TRADES AND INDUSTRIES

Special Order No. 017
Series of 2026

TO: **MANUEL J. TAYONG, PhD**

SUBJECT: **DEPARTMENT RESEARCH COORDINATOR - Electrical Technology**

DATE: **January 05, 2026**

==========

Taking cognizance of your educational preparation and most all your interest to lead the unit, you are hereby designated as **DEPARTMENT RESEARCH COORDINATOR** in addition to your plantilla position.

As such you shall exercise the duties and functions inherent in your designated position to the best of your ability. You are also expected to promote and observe honestly, integrity, efficiency, responsiveness, and courtesy in your unit and help create a working climate conducive to public and accountability in consonance with existing laws and regulations.

This designation shall remain in force and in effect on **January 05, 2026 to December 31, 2026** or until otherwise the same is revoke by the undersigned or by a higher competent authority. All issuances that contradict to any of the provisions hereof are deemed revoked, amended or superseded.

By authority of the HRMDO

JOEL V. MISANES, PhD
CTI - Dean

Republic of the Philippines
UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato

COLLEGE OF TRADES AND INDUSTRIES

Special Order No. 018
Series of 2026

TO: **ZHERWIN R. DESCALLAR**

SUBJECT: **DEPARTMENT RESEARCH COORDINATOR - Electronics Technology**

DATE: **January 05, 2026**

Taking cognizance of your educational preparation and most all your interest to lead the unit, you are hereby designated as **DEPARTMENT RESEARCH COORDINATOR** in addition to your plantilla position.

As such you shall exercise the duties and functions inherent in your designated position to the best of your ability. You are also expected to promote and observe honestly, integrity, efficiency, responsiveness, and courtesy in your unit and help create a working climate conducive to public and accountability in consonance with existing laws and regulations.

This designation shall remain in force and in effect on **January 05, 2026 to December 31, 2026** or until otherwise the same is revoke by the undersigned or by a higher competent authority. All issuances that contradict to any of the provisions hereof are deemed revoked, amended or superseded.

By authority of the HRMDO

JOEL V. MISANES, PhD
CTI / Dean

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