AREA IX
LABORATORIES

I.1. The institution keeps the laboratories neat, clean and orderly.



ICT Laboratory used as venue for the conduct of class, seminars, and trainings.



SMART TV and computer used in computer subject lectures

BIOLOGY LABORATORY ROOM AND CENTRAL LABORATORY









CHEMISTRY LABORATORY ROOM AND CENTRAL LABORATORY





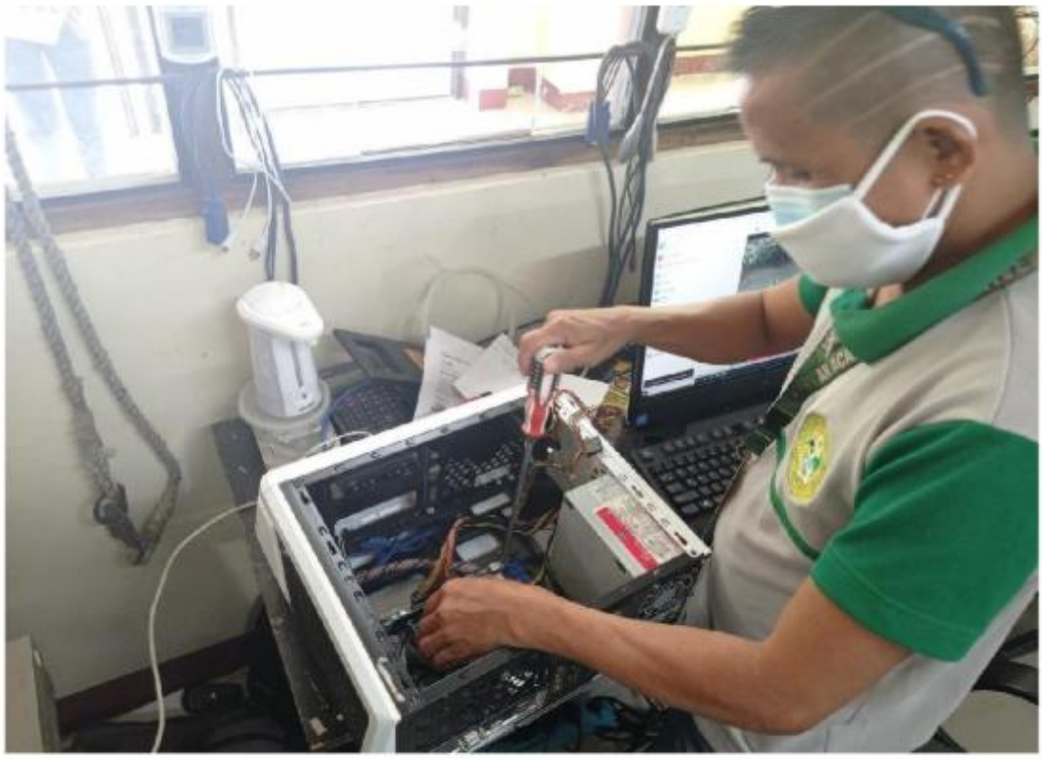




I.2. Laboratory supplies and materials are regularly replenished/replaced whenever applicable.









ANNUAL PROCUREMENT PLAN FOR 2017
UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, North Cotabato - Region 12
For Common-Use Supplies and Equipment

INSTRUCTIONS IN FILLING OUT THE ANNUAL PROCUREMENT PLAN (APP) FORM:

1. Select the appropriate worksheet depending on the nearest Regional/Provincial Depot in your area.
2. For Sub - Depots please refer to the following (Arranged/ Classified according to commonality of freight cost):
   a. Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, Misamis Occidental (Oroquieta) and Southern Leyte (Maasin)- **Region XIII**
   b. Misamis Oriental, Bacolod, Calbayog, Bontoc and Northern Samar (Catarman)- **Regions VI, VII, VIII, X, & XI**
   c. Surigao Del Norte - **Surigao Del Norte**
   d. Zamboanga Sibugay- **Zamboanga Sibugay**
   e. Camiguin - **Camiguin**
3. Indicate the agency's monthly requirement per item in the APP form. The form will automatically compute for the Total Quarterly requirement, Total Amount per item and the Grand Total.
4. **APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at ps-philgeps.gov.ph and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.**
5. For Other items not available from the Procurement Service but regularly purchased from other sources, agency must specify/indicate the item name under each category and unit price based on their last purchase of the item/s. These items will be evaluated by the Procurement Service and may be considered Common Supplies or Equipment (CSE). Items will be added to the electronic catalogue / virtual store as soon as it is procured and made available by the Procurement Service.
6. The accomplished **HARD COPY** of the APP-CSE shall be submitted in the following manner:
   a. DBM Central Office- for entities in the Central Office
   b. DBM Regional Office (RO)- for regional offices, operating units of DepEd, DOH, DPWH, CHED, TESDA and SUCs

   The accomplished **SOFT COPY** of the APP-CSE shall be submitted to the following email addresses:
   a. ps.app.nga@gmail.com- For central and regional offices of all national government agencies
   b. ps.app.suc@gmail.com- For main and other campuses of all state universities and colleges
   c. ps.app.gocc@gmail.com- For all central and regional offices of government owned and controlled corporations
   d. ps.app.deped@gmail.com- For primary and secondary schools
   e. ps.app.lgu@gmail.com- For Local Government Units
7. Consistent with Circular Letter No.2016-09 dated October 27, 2016, the APP for FY 2017 must be submitted on or before **November 30, 2016.**
8. Rename your APP file in the following format: APP2017- Name of Agency- Region (e.g. APP2017 -PS- Central Office).
9. For further assistance/clarification, agencies may call the Corporate Planning and Business Development Division of the Procurement Service at telephone nos. (02)368-6016 or (02)889-7750 loc. 4021.

Department/Bureau/Office: UNIVERSITY OF SOUTHERN MINDANAO
Region: 12
Address: Kabacan, North Cotabato

Agency Account Code: 103

Contact Person: DR. PALASIC U. AMPANG
Position: Chairman, USM-BAC
E-mail : usm.bac.secretariat@gmail.com
Telephone/Mobile Nos: (064) 577-2185

5	Ink set (4Set), Magenta,Cyn, Yellow, Black)	set				0	0				0	0		4		4	6160		4	4	6160	8	1,540.00	12,320.00
6	Ink, (Colored, Ltr) Magenta,Cyan, Yellow, Black)	set				0	0				0	0	1	1		1	1000		1	1	1000	2	1,000.00	2,000.00
7	Ink, Pixma E510 (98 colored)	cart	2			2	2400				0	0		0	0	0	0			0	0	2	1,200.00	2,400.00
8	Ink, Pixma E510 (89 black)	cart	5			5	5000				0	0		0	0	0	0			0	0	5	1,000.00	5,000.00
9	Ink, ip 1300-black	cart	2			2	2000				0	0		0	0	0	0			0	0	2	1,000.00	2,000.00
10	Ink Refill, Black	bottle	1	2		3	885	2		1	3	885	1	1	795					0	0	7	295.00	2,065.00
11	Ink Refill, Yellow	bottle		2		2	590	2		1	3	885	1	1	795					0	0	6	295.00	1,770.00
12	Ink Refill, Cyan	bottle		2		2	590	2		1	3	885	1	1	795					0	0	6	295.00	1,770.00
13	Ink Refill, Magenta	bottle		2		2	590	2		1	3	885	1	1	795					0	0	6	295.00	1,770.00
14	Ink, LBP 2900 (703/303/701)	cart	3			3	10500	3			3	10500	3	3	10500	3				3	10500	12	3,500.00	42,000.00
15	Ink, #88A	cart	10			10	15000				0	0		0	0					0	0	10	1,500.00	15,000.00
16	Universal Ink, black	bottle	2	1		3	450	1	2		3	450	2	2	300	2				2	300	10	150.00	1,500.00
17	Universal Ink, blue	bottle	2	1		3	450	1	2		3	450	2	2	300	2				2	300	10	150.00	1,500.00
18	Universal Ink, magenta	bottle	2	1		3	450	1	2		3	450	2	2	300	2				2	300	10	150.00	1,500.00
19	Universal Ink, cyan	bottle	2	1		3	450	1	2		3	450	2	2	300	2				2	300	10	150.00	1,500.00
20	Universal Ink, yellow	bottle	2	1		3	450	1	2		3	450	2	2	300	2				2	300	10	150.00	1,500.00
21	Ink Cartridge, 703/603/303-HSA	cart	10			10	45000				0	0		0	0					0	0	10	4,500.00	45,000.00
22	Refill Ink, for Printer iP2770,black	bottle				0	0		3		3	500.01		0	0					0	0	3	166.67	500.01
23	Refill Ink, for Printer iP2770, Cyan	bottle				0	0		3		3	500.01		0	0					0	0	3	166.67	500.01
24	Refill Ink, for Printer iP2770, Magenta	bottle				0	0		3		3	500.01		0	0					0	0	3	166.67	500.01
25	Refill Ink, for Printer iP2770, Yellow	bottle				0	0		3		3	500.01		0	0					0	0	3	166.67	500.01
	Computer Supplies																							
1	CD Filer	pcs				0	0				0	0	2	2	70	3			2	70	4	35.00	140.00
2	USB Flash Drive, 1GB	pcs	1	3		4	6000				0	0		0	0				0	0	4	1,500.00	6,000.00
3	DVD Rewritable	boxes		1		1	300				0	0		0	0				0	0	1	300.00	300.00
4	CDW w/ case	pcs	3			3	585				0	0		0	0				0	0	3	195.00	585.00
5	USB Flash Drive, 8GB	pcs	19	2		21	8400	8			8	3200		0	0				0	0	20	400.00	11,600.00
6	CD-R 52X Recordable	boxes	1			1	50				0	0		0	0				0	0	1	50.00	50.00
7	External drive, 500GB	pcs	6			6	21000	7			7	24500		0	0				0	0	18	3,500.00	45,500.00
8	Floppy Drive (3.5 inches)	pc	1			1	4000				0	0		0	0				0	0	1	4,000.00	4,000.00
9	Diskette (3.5 inches)	box	10			10	3500				0	0		0	0				0	0	10	350.00	3,500.00
						0	[illegible]				0	[illegible]		0	[illegible]				0	[illegible]	0		[illegible]
						0	0				0	0		0	0				0	0	0		
	Computer Equipment and Accessories																							
1	Wireless N- Router	unit	1		1	1	1037.92				0	0		0	0				0	0	1	1,037.92	1,037.92
2	Keyboard A-4 Tech	pcs	2			2	1000				0	0		0	0				0	0	2	500.00	1,000.00
3	Mouse Pad (Rubber)	pcs	6			6	450				0	0		0	0				0	0	6	75.00	450.00
4	Mouse # 118	pcs	6			6	1500				0	0		0	0				0	0	6	250.00	1,500.00
5	UPS 850va Capacity	pcs	3			3	7500				0	0		0	0				0	0	3	2,500.00	7,500.00
6	16 port ethernet switch hub	unit	1			1	800				0	0		0	0				0	0	1	1,800.00	1,800.00
7	Keyboard & mouse (wireless)	set	1			1	680				0	0		0	0				0	0	1	680.00	680.00
8	Micro SD memory with adapter 64GB	pcs	1			1	3000				0	0		0	0				0	0	1	2,000.00	2,000.00
9	Portable WiFi -4G	unit	1			1	1995				0	0		0	0				0	0	1	1,995.00	1,995.00
10	Computer keyboard	pcs	2			2	200				0	0		0	0				0	0	2	100.00	200.00

No.	Item	Unit	A	B	Qty	Amount	C	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Unit Cost	Total
11	Computer mouse	pcs	2		2	200		0	0	0	0	0	0	2	100.00	200.00
12	VGA/HDMI Cord 10 meters	length		1	1	450		0	0	0	0	0	0	1	450.00	450.00
13	SD Memory (16GB for Camera)	pcs		2	2	3200		0	0	0	0	0	0	2	1,600.00	3,200.00
14	Pocket WiFi, 4G LTE	pcs		1	1	1995		0	0	0	0	0	0	1	1,995.00	1,995.00
15	Keyboard USB	pcs	1		2	700	2	2	200	0	0	0	0	4	350.00	1,400.00
16	Printer, L120	unit	1		1	5000		0	0	0	0	0	0	1	5,000.00	5,000.00
	COMPUTER HARDWARE															
17	Notebook Intel core i7, x64 bit, 8gb, DDR3, 1TB HDD, 2GB GeForce, DVD Multilayer drive, 15" LED Screen	unit		7	7	458500		0	0	0	0	0	0	7	65,500.00	458,500.00
18	Desktop Computer, x64 Intel core i7, Windows 10, 4G DDR3, 1TB HDD, 2G NVIDIA Ge Force GT630 Graphics Card, HDMI, LAN Card, Wireless LAN, HD audio, 21" LED Monitor, USB Mouse & keyboard, UPS 1000VA	unit		11	11	660000		0	0	0	0	0	0	11	60,000.00	660,000.00
19	Server Computer, x64 bit, Intel Quad Core Processor, 4G DDR3 Memory, 4x 500 GB SATA HDD, DVD-RW Drive, Easy Swap Power Supply, USB Mouse & Keyboard, 19" LED Monitor, w/ UPS	unit		1	1	232000		0	0	0	0	0	0	1	232,000.00	232,000.00
20	Digital TV and Monitor, 42", cable ready, Fine Graphics display, High Definition, w Computer interface				0	0	1	1	72000	0	0	0	0	1	72,000.00	72,000.00
21	Data Cabinet	unit		1	1	3500		0	0	0	0	0	0	1	3,500.00	3,500.00
22	Wireless router 10 LAN ports	unit		1	1	6000		0	0	0	0	0	0	1	6,000.00	6,000.00
23	UTP CAT6 LAN cable	m		30	30	450		0	0	0	0	0	0	30	15.00	450.00
24	RJ 45 LAN Connector	pcs		20	20	500		0	0	0	0	0	0	20	25.00	500.00
25	LDP Projector 4000 Lumens	unit		1	1	28000		0	0	0	0	0	0	1	28,000.00	28,000.00
26	A3 Printer Color Continuous Ink System w/ 2 extra sets of ink, WLAN	unit		1	1	26000		0	0	0	0	0	0	1	26,000.00	26,000.00
27	Document Scanner (4 kg, 43.6 x 35.9 x 24.6 cm)	unit		1	1	36000		0	0	0	0	0	0	1	36,000.00	36,000.00
28	Drone w/ Hi-resolution cam, sensors: Temp, humidity, atm pressure, heat index	pack		1	1	450000		0	0	0	0	0	0	1	450,000.00	450,000.00
29	NDVI Mapping Drone w/ NDVI Cam, extra battery w/ Drone Deploy Software	pack		1	1	410000		0	0	0	0	0	0	1	410,000.00	410,000.00
30	Plotter (up to 24" wide paper)	unit		1	1	163200		0	0	0	0	0	0	1	163,200.00	163,200.00
31	Handheld color GPS w/ 8MP camera	unit		2	2	53000		0	0	0	0	0	0	2	26,500.00	53,000.00
32	PC Multimedia Speaker System, 3 speakers, subwoofer, 200W output, 40-20,000 Hz freq response, S/N Ratio = 75 dB, integrated audio amplifier	set		1	1	5000		0	0	0	0	0	0	1	5,000.00	5,000.00
	COMPUTER SOFTWARE				0	0		0	0	0	0	0	0	0		
33	3D Mapping Software	pax		1	1	670000		0	0	0	0	0	0	1	670,000.00	670,000.00
34	GIS Software w/ Extensions	pax		1	1	560000		0	0	0	0	0	0	1	560,000.00	560,000.00
35	DBMS/SQL software (server)	pax		1	1	100000		0	0	0	0	0	0	1	100,000.00	100,000.00
36	Windows Server	pax		1	1	60000		0	0	0	0	0	0	1	60,000.00	60,000.00
37	Antivirus	pax		1	1	25000		0	0	0	0	0	0	1	25,000.00	25,000.00
38	Simulation & Modeling software/Matlab	pax		1	1	98000		0	0	0	0	0	0	1	98,000.00	98,000.00
					0	0		0	0	0	0	0	0	0		
					0	0		0	0	0	0	0	0	0		

Item	Unit	A	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Unit Cost	Total
3. DOL/S Laboratory Equipment			0	0	0	0	0	0	0	0	0		
1. Router Gigabit 32 ports	box	3	3	21000	0	0	0	0	0	0	3	7,000.00	21,000.00
2. CAT-6 UTP Wire	box	4	4	20000	0	0	0	0	0	0	4	5,000.00	20,000.00
3. RJ 45	box	3	3	2880	0	0	0	0	0	0	3	960.00	2,880.00
4. Monitor 19"	pc	18	18	72000	0	0	0	0	0	0	18	4,000.00	72,000.00
5. Hard disk 500GB (Toshiba)	pc	10	10	23000	0	0	0	0	0	0	10	2,300.00	23,000.00
6. Portable Power switch	pc	24	24	3600	0	0	0	0	0	0	24	150.00	3,600.00
7. Power supply (600 watts) CIVO	pc	20	20	10000	0	0	0	0	0	0	20	500.00	10,000.00
8. Laptop (Macbook Air 13 inch)	unit	1	1	54020	0	0	0	0	0	0	1	54,020.00	54,020.00
9. Projector (Epson 3LCD 3600 lumens XGA)	unit	3	3	97500	0	0	0	0	0	0	3	32,500.00	97,500.00
Other MOOE/Contingency			0		0	0	0	0	0	0	0		
BAC			0	0	0	0	0	0	0	0	0		
CASHIER		1	1	2000	0	0	0	0	0	0	1	2,000.00	2,000.00
PPDO		1	1	5000	0	0	0	0	0	0	1	5,000.00	5,000.00
Planning & Design		1	1	50000	0	0	0	0	0	0	1	50,000.00	50,000.00
Civil Works Section		1	1	50000	0	0	0	0	0	0	1	50,000.00	50,000.00
Janitorial Services		1	1	50000	0	0	0	0	0	0	1	50,000.00	50,000.00
PPDS		1	1	10000	0	0	0	0	0	0	1	10,000.00	10,000.00
CASHIER		1	1	7068	0	0	0	0	0	0	1	7,068.00	7,068.00
Extension		1	1	239.78	0	0	0	0	0	0	1	239.78	239.78
USWARC		1	1	6674	0	0	0	0	0	0	1	6,674.00	6,674.00
IMEAS		1	1	169890	0	0	0	0	0	0	1	169,890.00	169,890.00
(Plaques/Certificates/Invitation/Streamers/Corsage/Paper Plates/Disposable glass (Meals/Snacks) Water/Drinks, etc.)		1	1	15491.72	0	0	0	0	0	0	1	15,491.72	15,491.72
GAD					0	0							
PPDO Electrical Section		1	1	297021.8	0	0	0	0	0	0	1	297,021.83	297,021.83
OSA ESGP-PA		1	1	50000	0	0	0	0	0	0	1	50,000.00	50,000.00
Budget		1	1	325000	0	0	0	0	0	0	1	325,000.00	325,000.00
Accounting		1	1	8667	0	0	0	0	0	0	1	8,667.00	8,667.00
D. P		1	1	20134.12	0	0	0	0	0	0	1	20,134.12	20,134.12
CENCOM		1	1	20000	0	0	0	0	0	0	1	20,000.00	20,000.00
VPAF			0	0	0	0	0	0	0	0	0	10,833.75	10,833.75
VPAA			0	0	0	0	0	0	0	0	0	25,000.00	25,000.00
x-x-x-x-x-x-x-			0	0	0	0	0	0	0	0	6	210,000.00	210,000.00
			0	0	0	0	0	0	0	0	0		

C. TOTAL (A + B):	122,461,022.38
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)	12,246,102.24
E. GRAND TOTAL (C + D)	134,707,124.62
F. APPROVED BUDGET BY THE AGENCY HEAD	
G. MONTHLY CASH REQUIREMENTS	

G.1 Available at Procurement Service Stores	934,597.41	355,719.34	200,870.57	41,977.02	1,532,681.28
G.2 Other items not available at PS but regularly purchased from other sources	116,103,468.08	1,140,902.65	775,056.81	341,049.80	118,334,477.35
TOTAL MONTHLY CASH	117,038,065.49	1,496,118.99	975,927.38	383,026.82	119,867,158.63

*Other categories that are not indicated
herein
**Prices are FOB Manila/Applicable for items
under A.

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by:

CEFERINO A. BRAVO
Property/Supply Officer

Certified Funds Available /
Certified Appropriate Funds Available:

ELMA A. ELEVADO
Accountant /
OIC Local Budget Officer

Approved by:

FRANCISCO GIL N. GARCIA
Head of Office/Agency

Date Prepared: November 19, 2018

I.3. The inventory of laboratory facilities and equipment is systematically and periodically conducted.

UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

LABORATORY EQUIPMENT INVENTORY AS OF JANUARY 24,2025

BIOLOGY CENTRAL LABORATORY

QTY	NAME OF EQUIPMENT	SPECIFICATIONS					DATE OF PURCHASE	UNIT COST	SOURCE OF FUND	LOCATION	STATUS (FUNCTIONAL, FOR REPAIR/ CALIBRATION / CLEANING)
		Brand	Model	Serial Number	Capacity	Property Number					
1	Aircon (2HP)	PANASONIC	N/A	N/A		LCL-221-0318		25,000.00	Lab. Fee 164	Water Lab.	Functional
1	Aircondition 1.5HP	NATIONAL	N/A	N/A		LCL-221-0318	N/A	N/A	Lab. Fee 164	Faculty Office	Functional
1	Aircondition,2.5HP	PANASONIC	CW-XC244EPH	850600615		LU-221-0318	1/10/2008	30,383.00	Lab. Fee 164	Bio. Central lab.	Functional
1	Aircondition/Floor Mounted Split type	KOPPEL	KM36EOA	GL248650			09/01/2018	63,000	USM Admin	Bio. Central lab.	Functional
1	Aircondition Floor mounted, split type	KOPPEL	KFM-36EOA	GL248626			09/20/2018	63,000	USM Admin	BioFaculty Office	Functional
1	Aircondition/wall ttpe	DAIKEN	RN50AGXV L9	K000895			09/20/2018		USM Admin	Micro Lab. 212	Functional
1	Aircondition/wall	DAIKEN	FTN50AGX	K000902			09/20/2018		USM Admin	Micro Lab.	functional

USM-EDL-Fo8-Rev.1.2021.01.08

Prepared by: Samuel A. Caluyan
Lab. Aide

Checked by: Cromwel M. Jumao-As
Bio.Lab. In-charge

UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

LABORATORY EQUIPMENT INVENTORY AS OF JANUARY 24,2025

BIOLOGY CENTRAL LABORATORY

	type		VL9							212	
1	Aircondition/Wall type	DAIKEN	FTN50AGX VL9	K000450			09/20/2018		USM Admin	Ecology. Lab 216.	functional
1	Analytical balance	CHYO	AA-200 & JL-180	69467		RSTC-233-022	1/18/1995	61,875.00	DOST Funded	Bio.Central lab.	Functional
1	Analytical balance	Biobase	BA2004C	17T-0291		PCA-233-120	05/29/2017	70,800	PCAARRD	Bio. Central lab.	Functional
1	Autoclave, Digital	Hnoteck	YXQ	250A,125		PCA-233-21	05/29/2017	83,020	PCAARRD	Micro-comlex	Functional
1	Bacti- Cinerator	Biobase					12/15/2022	28,525	Lab fee 164	Bio.Central lab	Functional
4	Beam Balance		310-311	9544		RSTC-25015	1/31/1996	DOST Funded	22,000.00	Bio. Central lab.	Functional
20	CeilinSg fan	PANASONIC	3D	EF11208699		LCL-233-13012	7/7/2012	1,500.00	Lab. Fee 164	Bio.Central lab.	Functional
1	Centrifuge	CLAY ADAMS	420225	3.5003E+10		MAEP-233-002	5/12/1998	28,520.00	MAEP Funded	Bio. Central lab.	Functional
1	Centrifuge Micro Refrigerated	Thermo Fisher	LEGEND MICRO 17R	41791736		O15-05-11-0052	05/19/2015	240,000	Bio.Lab Fee	Bio. Central Lab	Functional

USM-EDL-Fo8-Rev.1.2021.01.08

Prepared by: Samuel A. Caluyan
Lab. Aide

Checked by: Cromwel M. Jumao-As
Bio.Lab. In-charge

UNIVERSITY OF SOUTHERN MINDANAO

Kabacan, Cotabato

Philippines

LABORATORY EQUIPMENT

COMPUTER LABORATORIES

QUANTITY	NAME OF EQUIPMENT	SPECIFICATIONS					DATE OF PURCHASE	UNIT COST	SOURCE OF FUND	LOCATION	STAT (FUNCTI FOR RE CALIBRA CLEAN
		Brand	Model	Serial Number	Capacity	Property Number					
1	Monitor	NVISION	V190H	V190HVL658822092179						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822092651						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822092769						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822091050						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822091068						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822091048						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822090216						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822090143						CEIT-CE16	WORK
1	Monitor	NVISION	N190HD	N190SG81A230717113						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822090009						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822090256						CEIT-CE16	Dead P
1	Monitor	NVISION	V190H	V190HVL658822093332						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822091083						CEIT-CE16	Dead P
1	Monitor	NVISION	V190H	V190HVL658822091340						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822091043						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822091777						CEIT-CE16	Dead P
1	Monitor	NVISION	V190H	V190HVL658822091051						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822091035						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822092770						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822093543						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822091813						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822090647						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822091344						CEIT-CE16	WORK
1	Monitor	NVISION	V190H	V190HVL658822091712						CEIT-CE16	WORK
1	Monitor	AOC	22B1HS/71	GUVNCHA000426						CEIT-CE16	WORK
1	Monitor	AOC	22B1HS/71	GUVNCHA000431						CEIT-CE16	WORK
1	Monitor	AOC	22B1HS/71	GUVNCHA000130						CEIT-CE16	WORK

1	Monitor	ACER	V226HQL	MMTYBSP00140500FA13S11						CEIT-CE16	WORK
1	Monitor	ACER	V226HQL	MMTYBSP00140500FAE3S11						CEIT-CE16	WORK
1	Monitor	ACER	V226HQL	MMTYBSP00140500FC03S11						CEIT-CE16	WORK
1	Monitor	ACER	V226HQL	MMTYBSP00140500FAF3S11						CEIT-CE16	WORK
1	Monitor	ACER	V226HQL	MMTYBSP001405010 9E3S11						CEIT-CE16	WORK
1	Monitor	ACER	V226HQL	MMTYBSP00140500F43S11						CEIT-CE16	WORK
1	Monitor	ACER	V226HQL	MMTYBSP00140500F693S11						CEIT-CE16	WORK
1	Monitor	ACER	V226HQL	MMTYBSP00140500FD23S11						CEIT-CE16	WORK
1	Monitor	AOC	22B1HS/71	GUVNCHA000058						CEIT-CE16	WORK
1	Monitor	AOC	22B1HS/71	GUVNCHA000141						CEIT-CE16	WORK
1	Monitor	AOC	22B1HS/71	GUVNCHA000050						CEIT-CE16	WORK
1	Monitor	AOC	22B1HS/71	GUVNCHA000399						CEIT-CE16	WORK
1	Monitor	AOC	22B1HS/71	GUVNCHA000400						CEIT-CE16	WORK
25	System Unit	Neutron I-ON	-	-						CEIT-CE16	WORK
7	System unit	INPLAY	-	-						CEIT-CE16	WORK
8	System unit	Tower case	-	-						CEIT-CE16	WORK
1	System unit	INPLAY	-	-						CEIT-CE16	MOTHERI DAMA
25	Keyboard	Nexion	-	-						CEIT-CE16	WORK
25	Mouse	Nexion	-	-						CEIT-CE16	WORK
8	Keyboard	A4Tech	KK-3	22ser00						CEIT-CE16	WORK
8	Mouse	A4Tech	OP-330	22SER01						CEIT-CE16	WORK

8	UPS	Secure	-	-						CEIT-CE16	WORK
32	AVR	Secure	-	-						CEIT-CE16	WORK
8	Mouse	A4Tech	OP-330	24XSI01						CEIT-CE16	WORK
8	Keyboard	A4Tech	KRS-3	24XSI00						CEIT-CE16	WORK
8	All in one computer	Dell	W19B	-						CEIT-CE10	WORK
2	All in one computer	Dell	W19B	-						HR	WORK
9	Keyboard	Genius	-	-						CEIT-CE10	WORK
18	Mouse	A4Tech	OP-720	23XER01						CEIT-CE10	WORK
5	Mouse	Lenovo	-	-						CEIT-CE10	WORK
14	Keyboard	Dell	-	-						CEIT-CE10	WORK
10	All in one computer	Dell	W19B	-						CEIT STOCK ROOM	HARD CORRU
1	Monitor	acer	V226hql	MMTYBSP00140500FBE3S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500F543S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500F643S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500F5B3S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP001405010983S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500FBC3S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500F653S11						ICT OFFICE	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500FA53S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500FAD3S11						CEIT-CE10	WORK

1	Monitor	acer	V226hql	MMTYBSP00140500FA33S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500F663S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP001405010AB3S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500GB23S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500DSE3S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500F9C3S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500FB93S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500F6B3S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500FB13S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP001405010AA3S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP001405010AC3S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500FA43S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP001405010853S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500FA03S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500FBB3S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500F4A3S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500F523S11						CEIT-CE10	WORK
1	Monitor	acer	V226hql	MMTYBSP00140500FB23S11						ICT OFFICE	WORK
1	Monitor	acer	V226hql							ICT OFFICE	WORK
1	Monitor	nvision	Eg2451 pro	EG240BHKCJHP240930868						CEIT-CE10	WORK
1	Monitor	nvision	EG24S1pro	EG240BHKCJHP240930887						CEIT-CE10	WORK

1	Monitor	Nvision	EG24S1pro	EG24OBHKCJHP240930252						CEIT-CE10	WORK
1	Monitor	Nvision	EG24S1pro	EG24OBHKCJHP240961427						CEIT-CE10	WORK
1	Monitor	Nvision	EG24S1pro	EG24OBHKCJHP249854323						CEIT-CE10	WORK
1	Monitor	Nvision	EG24S1pro	EG24OBHKCJHP240930703						CEIT-CE10	WORK
1	Monitor	Nvision	EG24S1pro	EG24OBHKCJHP240961424						CEIT-CE10	WORK
1	Monitor	Nvision	EG24S1pro	EG24OBHKCJHP240961434						CEIT-CE10	WORK
1	Monitor	Nvision	EG24S1pro	EG24OBHKCJHP240961455						CEIT-CE10	WORK
1	Monitor	Nvision	EG24S1pro	EG24OBHKCJHP240961497						CEIT-CE10	WORK
1	Monitor	Nvision	EG24S1pro	EG24OBHKCJHP240930914						CEIT-CE10	WORK
1	Monitor	Nvision	EG24S1pro	EG24OBHKCJHP240930897						CEIT-CE10	WORK
1	Monitor	Nvision	EG24S1pro	EG24OBHKCJHP240961413						CEIT-CE10	WORK
1	Monitor	Nvision	EG24S1pro	EG24OBHKCJHP240930391						CEIT-CE10	WORK
1	SYSTEM UNIT	AuraGC2	Mid Tower	041724501309						CEIT-CE10	WORK
1	SYSTEM UNIT	AuraGC2	Mid Tower	041724501150						CEIT-CE10	WORK
1	SYSTEM UNIT	AuraGC2	Mid Tower	041724509321						CEIT-CE10	WORK
1	SYSTEM UNIT	AuraGC2	Mid Tower	041724501313						CEIT-CE10	WORK
1	SYSTEM UNIT	AuraGC2	Mid Tower	041724501138						CEIT-CE10	WORK
1	SYSTEM UNIT	AuraGC2	Mid Tower	041724501291						CEIT-CE10	WORK
1	SYSTEM UNIT	AuraGC2	Mid Tower	041724500828						CEIT-CE10	WORK
1	SYSTEM UNIT	AuraGC2	Mid Tower	041724501293						CEIT-CE10	WORK
1	SYSTEM UNIT	AuraGC2	Mid Tower	041724700073						CEIT-CE10	WORK

1	SYSTEM UNIT	AuraGC2	Mid Tower	041724501311						CEIT-CE10	WORK
1	SYSTEM UNIT	AuraGC2	Mid Tower	041724500808						CEIT-CE10	WORK
1	SYSTEM UNIT	AuraGC2	Mid Tower	04172470072						CEIT-CE10	WORK
1	SYSTEM UNIT	AuraGC2	Mid Tower	041724500324						CEIT-CE10	WORK
1	SYSTEM UNIT	AuraGC2	Mid Tower	0417247500432						CEIT-CE10	WORK
14	keyboard	A4Tech	KRS-8372	24XSI43						CEIT-CE10	WORK
14	Mouse	A4Tech	KRS-8372	24XSI43						CEIT-CE10	WORK
24	Mouse	A4Tech	OP-330	24XSI01						CEIT-CE10	WORK
3	Mouse	A4Tech	OP-330	24XSI01						ICT OFFICE	WORK
24	Keyboard	A4Tech	KRS-3	24XSI00						CEIT-CE10	WORK
3	Keyboard	A4Tech	KRS-3	24XSI00						ICT OFFICE	WORK
24	AVR	Secure	-	-						CEIT-CE10	WORK
3	AVR	Secure	-	-						ICT OFFICE	WORK
24	SYSTEM UNIT	Tower case	-	-						CEIT-CE10	WORK
3	SYSTEM UNIT	Tower case	-	-						ICT OFFICE	WORK

List of Laboratory Equipments



QUANTITY	EQUIPMENT	DESCRIPTION	PHOTO
150	Computer Unit	For use by instructors and students for lectures, demonstrations, laboratory activities and other related activities in laboratory rooms	
5	Projector	For use by instructors and students for lectures, demonstrations, and research purposes in laboratory rooms and lecture rooms	
4	Tablet	For use by instructors and students for lectures, demonstrations, and research purposes	

2	Switch	For use by instructor and students for activities that require such tools	
10	Crimping Tool	For use by instructor and students for activities that require such tools	
1	Smartboard	For use by instructors during lectures and demonstration purposes	
1	Internet Connection	For use by students and instructors for research, demonstrations, laboratory exercises, and other related activities	
2	Printer	For use by instructors to reproduce instructional materials such as quizzes, test papers, laboratory exercise sheets and other related documents	
1	Photocopier	For use by instructors to reproduce instructional materials such as quizzes, test papers, laboratory exercise sheets and other related documents	



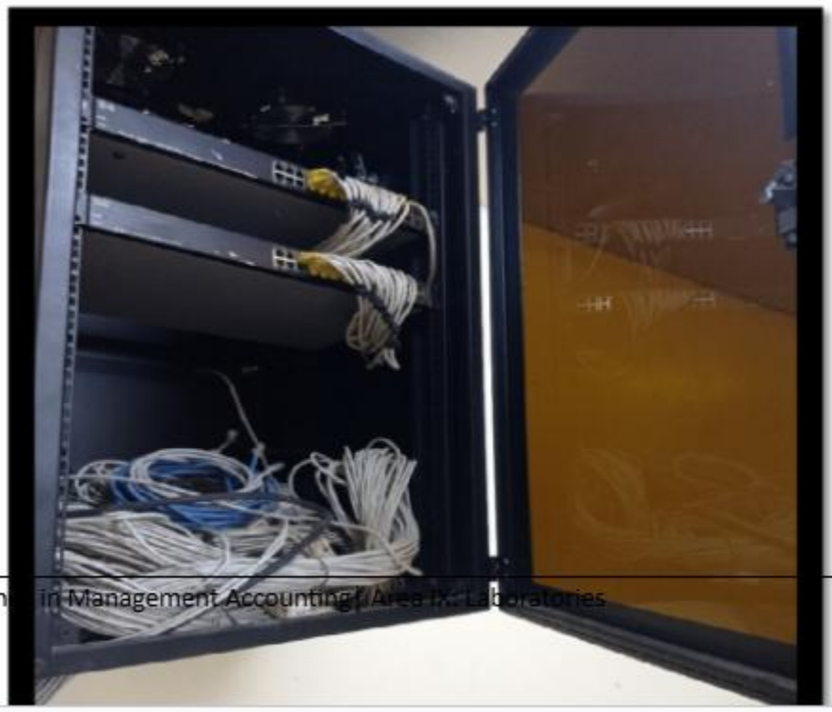
1	KEPLRC Viewing Room	For use by instructors and students for viewing related activities	



4	Projector Screen	For use by classes that require the use of projectors	
1	Smart TV	For demonstration and use of classes that require Film Viewing and other relatec activities	
4	Computer Laboratory Room	For laboratory classes that require the use of computers, specifically for computer-related courses	
4	Whiteboard	For use by instructors and students for classes in computer laboratory rooms	
1	Virtual Library IT Room	For use by students and instructors of the BLIS Program for laboratory purposes	
1	DDC Cataloguing Classification Tools	For use by BLIS instructors and students for their laboratory and other related	

Pictures showing the server inside each comput laboratories





I.4. The laboratory equipment and instruments are in periodically calibrated.



University Of Southern Mindanao

BIOLOGICAL SAFETY CABINET
CALIBRATION CERTIFICATE

ESCO MODEL
AC2-4S8-NS

S/N
2015-105974

University Of Southern Mindanao
Biosafety Cabinet Re-certification Report
AC2-4S8-NS S/N: 2015-105974
CERTIFICATION DUE:
16 December 2020

Esco Global Offices: Bangladesh | China | Denmark | Hong Kong | India | Indonesia | Italy | Japan | Lithuania | Malaysia | Philippines | Russia | Singapore | South Africa | South Korea | Taiwan | Thailand | UAE | UK | USA | Vietnam

Calibration Logs of Chemistry Laboratory

Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
REGIONAL OFFICE NO. XI
REGIONAL STANDARDS AND TESTING LABORATORY- DAVAO

CALIBRATION CERTIFICATE

Request Reference No.	:	R11-032018-MET-0560
Sample Code	:	MET-0605
Date Submitted	:	March 12, 2018
Date of Calibration	:	March 27, 2018
Calibration Item	:	Test Weight (5 pcs)
Make/Model	:	NONE
Serial No.	:	MET-0605
Material	:	CHROME PLATED
Submitted by	:	UNIVERSITY OF SOUTHERN MINDANAO
Address	:	Kabacan, North Cotabato

RESULTS:

Nominal Value	Marking / Identification	Conventional Mass Value	Uncertainty of Measurement ± mg	Coverage Factor, k
50 g	NONE	50 g + 0.152 mg	0.155	1.96
20 g	NONE	20 g + 0.481 mg	0.143	1.96
10 g	NONE	10 g + 0.032 mg	0.133	1.96
5 g	NONE	5 g - 0.191 mg	0.129	1.96
1 g	NONE	1 g + 0.026 mg	0.123	1.96
Environmental Conditions	Temperature	(22.5 ± 2.5) °C		
	Relative Humidity	(55 ± 10) % RH		
	Atmospheric Pressure	(1013.5 ± 20) hPa		

CALIBRATION METHOD:

The Test Weight was calibrated using reference standard traceable to SI units as maintained by NML-ITDI, with Reference No. 06-2017-TSWT-0246. Calibration method is in accordance with DOST RSTL-DavaoCAL-CM-002 – "Calibration of Test Weights".

CERTIFIED TRUE COPY:
MARIO M. DELLO, JR.
ACTING BOARD SECRETARY

- Page 1 of 2 -

UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

Acknowledgement Receipt

Name/ Authorized Representative: PERKIN ELMER C. VILLEMAS

Company Name: CAMPROCK ANALYTIKA EZZENTIALEZ TRADING

Company Address: 1255 MIRA-MONTE SUBDIVISION LUCBAN, QUEZON

Contact Number: 09276423222

Date: NOVEMBER 25, 2016

Item/s	Quantity	Specification/s	Remarks/Purpose
urette	1 pc	50 mL, pyrex class A	In good condition/ for calibration
Volumetric pipette	1 pc	10 mL, pyrex class A	in good condition/ for calibration
Digital thermometer	1 pc	630-670 nm, taylor class II laser	in good condition/ for calibration
Volumetric flask	1 pc	1000 mL, pyrex class A	in good condition/ for calibration

The Chemistry Department has submitted/given the above items for the purpose indicated for the period of

09- DEC - 2016

Released and Checked by:

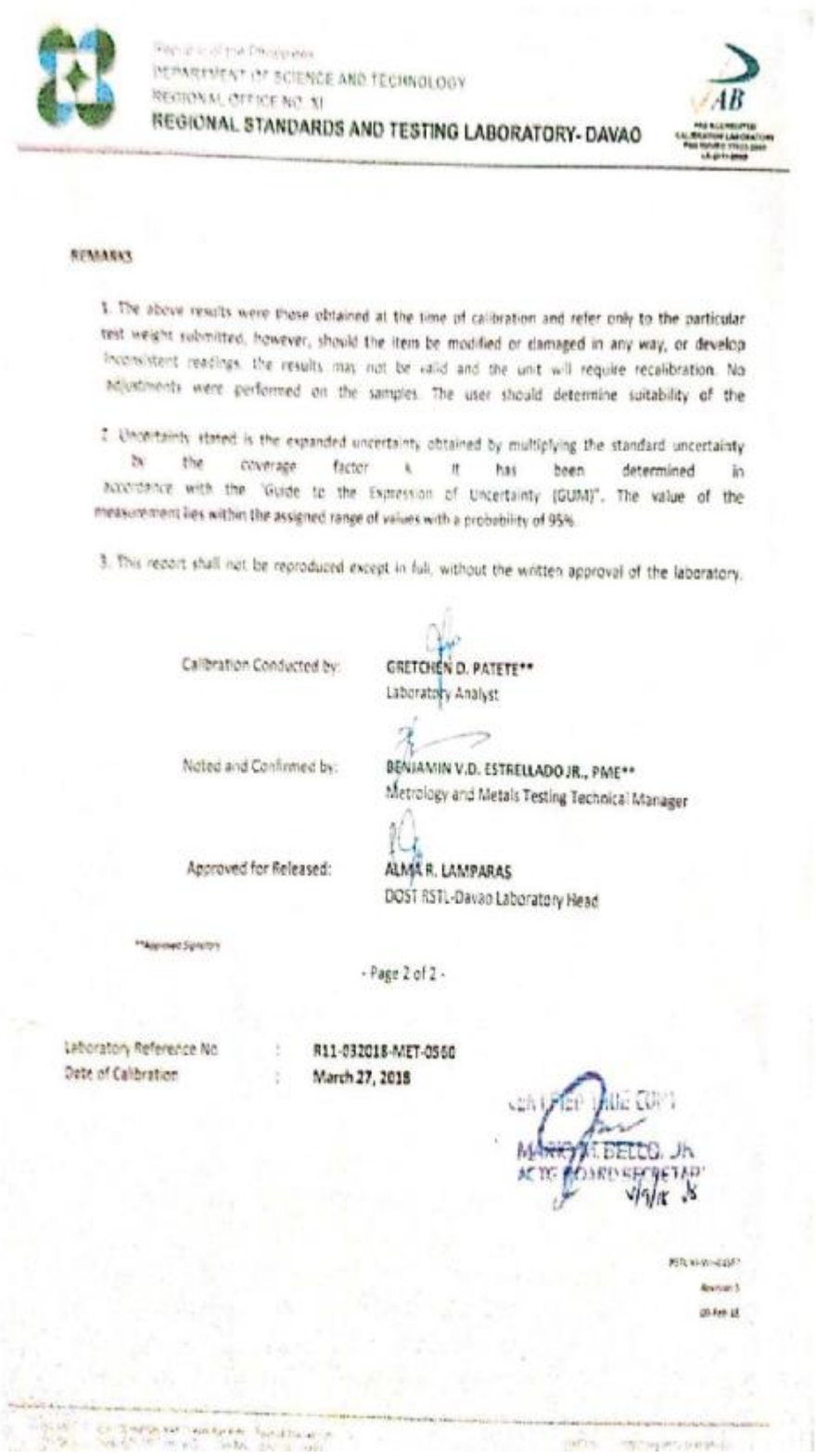
FREDERICK JOHN B. NAVARRO
Signature over Printed Name

Received by:

PERKIN ELMER C. VILLEMAS
Signature over Printed Name

Noted by:

LYDIA C. PASCUAL
Signature over Printed Name



Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
REGIONAL OFFICE NO. XI
REGIONAL STANDARDS AND TESTING LABORATORY- DAVAO

PAB ACCREDITED CALIBRATION LABORATORY

REMARKS

1. The above results were those obtained at the time of calibration and refer only to the particular test weight submitted, however, should the item be modified or damaged in any way, or develop inconsistent readings, the results may not be valid and the unit will require recalibration. No adjustments were performed on the samples. The user should determine suitability of the

2. Uncertainty stated is the expanded uncertainty obtained by multiplying the standard uncertainty by the coverage factor k. It has been determined in accordance with the 'Guide to the Expression of Uncertainty (GUM)". The value of the measurement lies within the assigned range of values with a probability of 95%.

3. This report shall not be reproduced except in full, without the written approval of the laboratory.

Calibration Conducted by: **GRETCHEN D. PATETE****
Laboratory Analyst

Noted and Confirmed by: **BENJAMIN V.D. ESTRELLADO JR., PME****
Metrology and Metals Testing Technical Manager

Approved for Released: **ALMA R. LAMPARAS**
DOST RSTL-Davao Laboratory Head

**Approved Signatory

- Page 2 of 2 -

Laboratory Reference No : **R11-032018-MET-0560**
Date of Calibration : **March 27, 2018**

ACTING BOARD SECRETARY

RSTL-W-Wm-0207
Revision 5
20 Feb 18

Calibration Logs of Biology Laboratory Equipment



CAMPROCK ANALYTIKA EZZENTIALEZ TRADING
1255 Mirasonte Pader Plano III Lucban, Quezon
Telefax: 042 540 6575/ Mobile: 09165756218
Email: ezz_marthe@yahoo.com

TEST AND CALIBRATION CERTIFICATE

Submitted by:	CAMPROCK ANALYTIKA EZZENTIALEZ TRADING	Laboratory Certificate No. USM022018-0010

Instrument Identification

Equipment	SPECTROPHOTOMETER	Serial No	3B3S184024
Client Name	UNIVERSITY OF SOUTHERN MINDANAO	Calibrated At	USM – Physic Department
Make	MILTON RAY	Condition of equipment submitted for calibration	Defective
Model	SPECTRONIC 20	Treatment of equipment prior to calibration	Diagnose

Certificate Information

Environmental Condition at the time of test		Type of calibration/ Verification	COMPARISON
Ambient temperature	°C	Date Calibrated/Validation	December 2017
Ambient Humidity	RH	Next due date per customer's request	December 2018

Traceability Statement

The standard of the Laboratory are traceable to either national standards (DOST), to NIST accepted intrinsic standards of measurements, to fundamental or physical constraints, by ratio type of self-calibration techniques, or by comparison to Consensus standards and are part of the laboratory measurement assurance program for ensuring continued accuracy and measurement traceability within the level of uncertainty required by the laboratory. The laboratory test number identified above is the unique report number to be used in referencing measurement traceability for equipment submitted in this certificate

Unit Under Test Set of Weight	Test Result	Difference %
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A

End of Data Sheet

The data in the above table of this report apply only to items specifically listed on this report.
The results given in this report were those obtained at the time of calibration at ambient condition.
Any number of factors may cause the calibration item to drift out of calibration before the recommended interval has expired.
The user should determine the suitability of the equipment for its intended use.

EQUIPMENT USED FOR CALIBRATION				TEST METHOD USED
Standard(s) Used	Calibration Agency	Certificate No.	Date Issued	
ASTM BECKMAN STANDARD FOR WAVELENGTH CHECK	ASTM INTERNATIONAL STANDARDS	DESAGA 2000	2004 AUGUST No Expiration on Wavelength Standard	COMPARISON

Calibrated by:
AUGUSTO DAIAG
Calibration Technician

Approved by:
ZALDY E. VILLENAS
Chemical Engineer

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CAMPROCK ANALYTIKA EZZENTIALEZ TRADING
1255 Miramonte Puder Phase III Lucban, Quezon
Telefax: 042 540 6575/ Mobile: 09165756218
Email: vez_mzelli@yahoo.com

TEST AND CALIBRATION CERTIFICATE

Submitted by:	CAMPROCK ANALYTIKA EZZENTIALEZ TRADING	Laboratory Certificate No. USM122018-0108

Instrument Identification

Equipment:	Analytical Balance		Serial No:	306550
Client Name:	UNIVERSITY OF SOUTHERN MINDANAO		Calibrated At:	USM – Biology Department
Make:	OHYO	Condition of equipment submitted for calibration:		Working
Model:	JL-180	Treatment of equipment prior to calibration:		No Adjustment

Certificate Information

Environmental Condition at the time of test:		Type of calibration/ Verification	COMPARISON
Ambient temperature	°C	Date Calibrated/validation	December 2017
Ambient Humidity	RH	Next due date per customer's request	December 2018

Traceability Statement

The standard of the Laboratory are traceable to either national standards (DOST), to NIST accepted intrinsic standards of measurements, to fundamental or physical constraints, by ratio type of self-calibration techniques, or by comparison to Consensus standards and are part of the laboratory measurement assurance program for ensuring continued accuracy and measurement traceability within the level of uncertainty required by the laboratory. The laboratory test number identified above is the unique report number to be used in referencing measurement Traceability for equipment submitted in this certificate

Unit Under Test Set of Weight	Test Result					Difference %
	Top	Bottom	Center	Left	Right	Center
50gms	50.0040	50.0027	50.0030	50.0025	50.0024	±0.0030
100gms	100.0062	100.0062	100.0062	100.0058	100.0061	±0.0003

End of Data Sheet

The data in the above table of this report apply only to items specifically listed on this report.
The results given in this report were those obtained at the time of calibration at ambient condition.
Any number of factors may cause the calibration item to drift out of calibration before the recommended interval has expired.
The user should determine the suitability of the equipment for its intended use.

EQUIPMENT USED FOR CALIBRATION				TEST METHOD USED
Standard(s) Used	Calibration Agency	Certificate No.	Date Issued	COMPARISON
Set of Weights	FPSI MET LAB	WP13-1079	August 7, 2017	

Calibrated by:
AUGUSTO DAIAD
Calibration Technician

Approved by:
ZALDY E. VILLENAS
Chemical Engineer

CAMPROCK ANALYTIKA EZZENTIALEZ TRADING
1255 Miramonte Pader Phase III Lucban, Quezon
Telefax: 042 540 6575/ Mobile: 09165756218
Email: vez_mzefil@yahoo.com

TEST AND CALIBRATION CERTIFICATE

Submitted by:	CAMPROCK ANALYTIKA EZZENTIALEZ TRADING	Laboratory Certificate No. USM122018-0107

Instrument Identification

Equipment:	Analytical Balance	Serial No:	0069467
Client Name:	UNIVERSITY OF SOUTHERN MINDANAO	Calibrated At:	USM – Biology Department
Make:	DENVER	Condition of equipment submitted for calibration:	Working
Model:		Treatment of equipment prior to calibration:	No Adjustment

Certificate Information

Environmental Condition at the time of test		Type of calibration/ Verification	COMPARISON
Ambient temperature	°C	Date Calibrated/validation	December 2017
Ambient Humidity	RH	Next due date per customer's request	December 2018

Traceability Statement

The standard of the Laboratory are traceable to either national standards (DOST), to NIST accepted intrinsic standards of measurements, to fundamental or physical constraints, by ratio type of self-calibration techniques, or by comparison to Consensus standards and are part of the laboratory measurement assurance program for ensuring continued accuracy and measurement traceability within the level of uncertainty required by the laboratory. The laboratory test number identified above is the unique report number to be used in referencing measurement Traceability for equipment submitted in this certificate

Unit Under Test Set of Weight	Test Result					Difference %
	Top	Bottom	Center	Left	Right	Center
50gms	49.9894	49.9998	49.9895	49.9894	49.9891	±0.0105
100gms	99.9799	99.9796	99.9794	99.9797	99.9798	±0.0205
200gms	199.9602	199.9605	199.9607	199.9573	199.9582	±0.0393

End of Data Sheet

The data in the above table of this report apply only to items specifically listed on this report.
The results given in this report were those obtained at the time of calibration at ambient condition.
Any number or factors may cause the calibration item to drift out of calibration before the recommended interval has expired.
The user should determine the suitability of the equipment for its intended use.

EQUIPMENT USED FOR CALIBRATION				TEST METHOD USED
Standard(s) Used	Calibration Agency	Certificate No.	Date Issued	COMPARISON
Set of Weights	FPSI MET LAB	WP13-1079	August 7, 2017	

Calibrated by:
AUGUSTO DAJAO
Calibration Technician

Approved by:
ZALDY E. VILLENAS
Chemical Engineer

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CAMPROCK ANALYTIKA EZZENTIALEZ TRADING
1255 Miramonte Pader Phase III Lucban, Quezon
Telefax: 042 540 6575/ Mobile: 09165756218
Email: vez_mzefil@yahoo.com

TEST AND CALIBRATION CERTIFICATE

Submitted by:	CAMPROCK ANALYTIKA EZZENTIALEZ TRADING	Laboratory Certificate No. USM112816-1208

Instrument Identification

Equipment:	INCUBATOR	Serial No:	22109
Client Name:	UNIVERSITY OF SOUTHERN MINDANAO	Calibrated At:	USM – Biology Department
Make:	EHRET	Condition of equipment submitted for calibration:	Working
Model:	TK-4057	Treatment of equipment prior to calibration:	No Adjustment

Certificate Information

Environmental Condition at the time of test		Type of calibration/ Verification	COMPARISON
Ambient temperature	°C	Date Calibrated/validation	November 24, 2016
Ambient Humidity	RH	Next due date per customer's request	November 2017

Traceability Statement

The standard of the Laboratory are traceable to either national standards (DOST), to NIST accepted intrinsic standards of measurements, to fundamental or physical constraints, by ratio type of self-calibration techniques, or by comparison to Consensus standards and are part of the laboratory measurement assurance program for ensuring continued accuracy and measurement traceability within the level of uncertainty required by the laboratory. The laboratory test number identified above is the unique report number to be used in referencing measurement Traceability for equipment submitted in this certificate

Unit under Test Set Temperature (°C)	Test Results Temperature (°C) As Found	As Compared
100°C	105°C	101°C
200°C	204°C	202°C
300°C	300°C	303°C

End of Data Sheet

The data in the above table of this report apply only to items specifically listed on this report.
The results given in this report were those obtained at the time of calibration at ambient condition.
Any number or factors may cause the calibration item to drift out of calibration before the recommended interval has expired.
The user should determine the suitability of the equipment for its intended use.

EQUIPMENT USED FOR CALIBRATION				TEST METHOD USED
Standard(s) Used	Calibration Agency	Certificate No.	Date Issued	
Temperature	LUTRON ELECTRONIC CO. LTD.	07-2016-RH-0294	July 07, 2016	COMPARISON

Calibrated by:
AUGUSTO DAJAO
Calibration Technician

Approved by:
ZALDY E. VILLENAS
Chemical Engineer

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CAMPROCK ANALYTIKA EZZENTIALEZ TRADING

1255 Miramonte Pader Phase III Lucban, Quezon
Telefax: 042 540 6575/ Mobile: 09165756218
Email: sez_mzefil@yahoo.com

TEST AND CALIBRATION CERTIFICATE

Submitted by:	CAMPROCK ANALYTIKA EZZENTIALEZ TRADING	Laboratory Certificate No. USM112816-1211

Instrument Identification

Equipment:	SPECTROPHOTOMETER	Serial No:	3930194024
Client Name:	UNIVERSITY OF SOUTHERN MINDANAO	Calibrated At:	Biology Department
Make:	MILTON ROY	Condition of equipment submitted for calibration:	
Model:	SPECTRONICRO	Treatment of equipment prior to calibration:	

Certificate Information

Environmental Condition at the time of test		Type of calibration/ Verification	COMPARISON
Ambient temperature	°C	Date Calibrated/Validation	November 25, 2016
Ambient Humidity	RH	Next due date per customer's request	November 2017

Traceability Statement

The standard of the Laboratory are traceable to either national standards (DOST), to NIST accepted intrinsic standards of measurements, to fundamental or physical constraints, by ratio type of self-calibration techniques, or by comparison to Consensus standards and are part of the laboratory measurement assurance program for ensuring continued accuracy and measurement traceability within the level of uncertainty required by the laboratory. The laboratory test number identified above is the unique report number to be used in referencing measurement Traceability for equipment submitted in this certificate

CHECK WAVELENGTH TEST	
ASTM STANDARDS	% T VALUES
1. 360 nm	
2. 560 nm	
3. 360 nm	
OPEN STANDARD ASTM TEST	
BLACK STANDARD ASTM TEST	

End of Data Sheet

The data in the above table of this report apply only to items specifically listed on this report.
The results given in this report were those obtained at the time of calibration at ambient condition.
Any number or factors may cause the calibration item to drift out of calibration before the recommended interval has expired.
The user should determine the suitability of the equipment for its intended use.

EQUIPMENT USED FOR CALIBRATION				TEST METHOD USED
Standard(s) Used	Calibration Agency	Certificate No.	Date Issued	
ASTM BECKMAN STANDARD FOR WAVELENGTH CHECK	ASTM INTERNATIONAL STANDARDS	DESAGA 2009	2004 AUGUST No Expiration on Wavelength Standard	COMPARISON

Calibrated by:
AUGUSTO DAMO
Calibration Technician

Approved by:
ZALDY E. VILLENAS
Chemical Engineer

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I.5. All equipment are coded, listed and inventoried.

List of Laboratory Equipments



QUANTITY	EQUIPMENT	DESCRIPTION	PHOTO
150	Computer Unit	For use by instructors and students for lectures, demonstrations, laboratory activities and other related activities in laboratory rooms	
5	Projector	For use by instructors and students for lectures, demonstrations, and research purposes in laboratory rooms and lecture rooms	
4	Tablet	For use by instructors and students for lectures, demonstrations, and research purposes	

2	Switch	For use by instructor and students for activities that require such tools	
10	Crimping Tool	For use by instructor and students for activities that require such tools	
1	Smartboard	For use by instructors during lectures and demonstration purposes	
1	Internet Connection	For use by students and instructors for research, demonstrations, laboratory exercises, and other related activities	
2	Printer	For use by instructors to reproduce instructional materials such as quizzes, test papers, laboratory exercise sheets and other related documents	
1	Photocopier	For use by instructors to reproduce instructional materials such as quizzes, test papers, laboratory exercise sheets and other related documents	

4	Projector Screen	For use by classes that require the use of projectors	
1	Smart TV	For demonstration and use of classes that require Film Viewing and other related activities	
4	Computer Laboratory Room	For laboratory classes that require the use of computers, specifically for computer-related courses	
4	Whiteboard	For use by instructors and students for classes in computer laboratory rooms	
1	Virtual Library IT Room	For use by students and instructors of the BLIS Program for laboratory purposes	
1	DDC Cataloguing Classification Tools	For use by BLIS instructors and students for their laboratory and other related activities	
1	Follet Destiny Library Integrated System	For use by BLIS instructors and students for their laboratory and other related activities	

I.6. Waste disposal is effectively managed.

UNIVERSITY OF SOUTHERN MINDANAO
PHYSICAL PLANT AND DEVELOPMENT SERVICES
KABACAN, COTABATO

USM- ECOLOGICAL WASTE MANAGEMENT PROGRAM 2015

Introduction

Solid waste is the unwanted or useless solid materials generated from combined residential, industrial and commercial activities in a given area. It may be categorized according to origin (domestic, industrial, commercial, construction or institutional); according to contents (organic material, glass, metal, plastic, paper, etc.); or according to hazard potential (toxic, non - toxin, flammable, radioactive, infectious etc.)

Management of waste reduces or eliminates adverse impact on the environment and human health and supports economic development and improved quality of life. There are processes involved in effective managing of waste in the University. These include collection, transport, processing, recycling, disposal and monitoring.

Reduce, reuse and recycle are options in managing our waste with environmental benefits. They reduce greenhouse gas emission reduce the release of air pollutants, conserve resources, save energy and reduce the demand for waste treatment technology and landfill space.

The USM-Ecological Waste Management Program had taken effect last June 2011 in the entire school, which has been implementing their own solid waste management program even before the enactment of R.A. 9003. The colleges (point source) are requested to segregate the waste of that could be temporarily stored at the Materials Recovery Facility (MRF) of the colleges. Collection of the solid waste is done from the MRF of the colleges by the USM drum truck. No collection of non-segregated waste.

Goal:

To realize the importance of proper waste management and the benefits that can be derived from it.

Objectives:

1. To implement the program in accordance with the governing policies / existing laws of the municipality as adopted by the University with minimal addendums;

2. To ensure the proper collection, transport and disposal of waste and all point sources;
3. To ensure the involvement and compliance of all the contituents of the University;
4. To adopt system that will promote the sustainability of the program.

LEGAL BASIS FOR THE IMPLEMENTATION OF THE PROGRAM:

1. Section 10 of Republic Act 9003, otherwise known as Ecological Solid Waste Management Act of 2000 stipulates that segregation and collection of solid waste shall be conducted.

2. Town Ordinance No. 2009-001 Article 5, requires the segregation at source of all households, institutional, industrial, and commercial waste and, or garbage into wet or biodegradable, and dry or non- biodegradable, pursuant to RA 9003.

Categories of Waste:

1. Compostable or Biodegradable
2. Recyclable
3. Residual
4. Special and Hazardouz

3. Town Ordinance No. 2011-008, prohibiting the use of plastic carry-out bags on dry goods and regulating its use on wet goods and prohibiting the use of soft drink straw and Styrofoam in the Municipality of Kabacan and prescribing penalties thereof.

Prohibitions and Penalties (Section 47 and Section 10)

Prohibited Acts- In addition to the prohibitions contained in the above provisions, the following acts are likewise prohibited:

1. Littering or throwing of waste matters in public places in the University.
2. Dumping of garbage in public and private places in the University.
3. Non-segregation of solid waste at source (colleges, canteens and offices).
4. Unscheduled bringing out of waste.
5. Unauthorized dumping of solid waste at the University.
6. Improper dumping of solid waste at the Univeristy.
7. Transport of solid waste without nets or covering on the collection vehicles.
8. Open burning of solid waste.
9. Burning of agricultural waste.
10. Selling and providing plastic bags to customers as secondary packaging materials on wet goods.
11. Selling providing plastic bags to customers as packaging material on dry goods.

12. Selling and providing straw for soft drinks and Styrofoam as containers for food.

Fines and Penalties (Section 48)

Defiance of the Ordinance – The following fines and penalties shall be imposed for violation of this ordinance:

1. First Offence – 500.00 or 8 hours community service campus
2. Second Offence – 1, 000.00 or 16 hours community service in the campus
3. Third Offence – 2,500.00 or 40 hours community service in the campus
4. Fourth Offence – imprisonment of one (1) month to six (6) months at the discretion of the court.

Procedure (Article 17)

Violations of the Ordinance – the following procedure shall be observed in case of violation of the Ordinance:

1. Apprehension
2. Issuance of Citation Ticket (USM protocol)
3. Payment of fine or render community service as stipulated in prescribed penalty.
4. Filing of case in court, if necessary.

Enforcement Mechanism (Article 18) Create/appoint

Enforcement- this ordinance shall be enforced by the Regular USM-ESWMP Enforcement Personnel, Security Guards and Deputized USM-ESWMP enforcers (ROTC, CWTS, Student Leaders etc).

Composition and Functions of Enforcers:

1. Regular USM-EWMP Enforcement Personnel

Functions:

- Coordinate the actions and activities of enforcer and the deputized USM-ESWMP enforcers.
- Apprehend violators of USM-EWMP Ordinances and issue citation tickets.
- Prepare and submit monthly reports to the President/Physical Plant and Development Services (PPDS) Office.
- Perform other related functions as may be required.

2. Security and Deputized Volunteers

Functions:

- Apprehend violators of USM-EWMP ordinances and issue citation tickets. The head of the USM-EWMP shall prescribe the specific USM-EWMP Ordinances and regulations of the University that may be enforced by the University that may be enforced by the security guards and deputized volunteers.
- Immediately return the copies of issued citation tickets to Regular USM-EWMP Enforcement Personnel depending on the assigned/defined area of jurisdiction and on the penalty/fine imposed.
- Prepare and submit monthly reports to the President/PPDS Office.
- Perform other related functions as may be required.

Recruitment (Section 55): by the PPDS

To initiate the process of recruitment: the PPO office will hold a University information dissemination and orientation regarding the need of volunteers, their roles and responsibilities, and the criteria for selection. The USM- EWMP Sections will then evaluate and screen the applicants. The results of the screening will be published or posted in strategic places.

Deputation (Section 56):

The process of deputation will start with the training of the Regular USM-EWMP Enforcer, Security Guards and deputized volunteers. The PPO/ USM-EWMP In charge shall organize the training/s to be conducted and may seek the assistance or engage the services of qualified persons or organizations in developing the training module/s, training materials and evaluations criteria as well as in conducting the actual training/s. the training/s shall, at the minimum, cover the following topics:

1. Key Components of the USM-EWMP Plan;
2. USM-EWMP Ordinances;
3. Roles and Functions of Enforcers;
4. Legal Consideration in Making Apprehensions;
5. Procedure of apprehensions and issuance of citation tickets
6. Reporting requirements
7. Values formation advocacy

Evaluation of Volunteers (Section 57):

Volunteers will be evaluated after the training and those who pass shall go through a probationary period of one month as temporary enforcers. After which, they shall again be evaluated and be deputized by the President/PPO. The deputation shall be effective for a period of one year, after which, shall be again evaluated to determine their fitness to serve in capacity.

Monitoring and Evaluation (Section 58)

Enforcement activities will undergo periodic monitoring and evaluation. Enforcers are expected to regularly report on their performance using pre-agreed performance indicators. The extent of compliance with ordinance and regulations will be determined from such reports and from regular "feedbacking" sessions among enforcers.

Incentives and/or Rewards for Enforcer

The University shall give incentives and or rewards to enforcer to wit:

1. For every apprehension, a cash award of twenty percent (%) of the penalty actually paid shall be given to the enforcer.
2. For every 25 apprehension, a certificate of Recognition will be awarded by the President.

University Involvement (Article 19)

Public Notification

The Constituents of the University shall be regularly informed of the acts performed and activities undertaken in connections with the implementation of the USM-EWMP of the University. For the purpose, notices of such acts and activities shall be posted regularly in a bulletin board at the office of the PPO and other places in the University.

Waste Collection Schedules will be as follows:

Monday	Tuesday	Wednesday	Thursday	Friday
1. Segregation of solid waste and place in the Materials Recovery Facility (MRF) of Colleges, Offices and Hospital	1. Segregation of solid waste and place in the MRF of Colleges, Offices and Hospital	1. Segregation of solid waste and place in the MRF of Colleges, Offices and Hospital	1. Segregation of solid waste and place in the MRF of Colleges, Offices and Hospital	1. Segregation of solid waste and place in the MRF of Colleges, Offices and Hospital
2. Biodgradable (nabubulok) - collection or as per request by colleges/units/ offices/canteens Hospital	2.Non-biodgradable (dinabubulok) - collection or as per request by colleges/units/ offices/canteens/ Hospital	2. Bayanihan 3. Biodgradable (nabubulok) - collection or as per request by colleges/units/ offices/canteens/ Hospital	2.Non-biodgradable (dinabubulok) - collection or as per request by colleges/units/ offices/canteens/ Hospital	2.Biodgradable (nabubulok) - collection or as per request by colleges/units/ offices/canteens/ Hospital

* Special and Hazardous waste is collected as per request of the college to the Physical Plant and Development Services or The Kabacan Ecological Solid Waste Management in charge

Future Plans:

1. To have a recovery area where materials that can be recycled or restored be temporary kept and will serve as a venue for hands-on of students who are taking up Environmental Science subjects and the NSTP students.

Future Incharge of the USM-ESWMP

USM-ESWMP In-charge -

Deputized USM-ESWMP Enforsers
Chairman-
Member –
Security Guards –
ROTC Volunteers-
CWTS Volunteers -
USG Volunteers -

Republic of the Philippines
UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Tel. No. (064) 572-2138
email address:

OFFICE OF THE PRESIDENT

September 14, 2020

HON. HERLO B. GUZMAN, JR.
Municipal Mayor
Local Government Unit of Kabacan

RECEIVED
SEP 18 2020

Thru: GERRY B. LAOAGAN
Municipal Environment and Natural Resources Officer
Local Government Unit of Kabacan

Sir:

A pleasant day!

We would like to request for your permission to allow the University of Southern Mindanao (USM) to dump our collected residual wastes into the municipal dump site. These wastes are collected from offices and colleges using a garbage compactor on a scheduled basis. Rest assured that these wastes are properly segregated at source and that we will abide with the municipal policy on garbage dumping.

We appreciate your positive response regarding this matter. 9/18/20

TO: SIR GERRY
FOR YOUR RECOMMENDATION
APPROVAL.
THANKS.

Very truly yours,

FRANCISCO GIL N. GARCIA
SUC President IV

NOTE:
SCHEDULE OF DUMPING EVERY
TUESDAY AND THURSDAY.

Alvin G. Dalisay
09173163917

UNIVERSITY OF SOUTHERN MINDANAO				
MACHINERY AND CAMPUS GROUND MAINTENANCE PROCEDURE				
Document No.	USM-PPD-010-Rev.0.2020.09.21	Rev. No.	0	Page 1 of 4

EFFECTIVE DATE	REV NO.	REVISION TYPE	CHANGE DESCRIPTION	PAGE AFFECTED	ORIGINATOR
September 21, 2020	0	New	Newly established in accordance to the Quality Management System Requirements	ALL	ENGR. BENJAMIN FORTINEZ JR.

Prepared by:	Reviewed by:	Approved by:	DCC USE ONLY			
ENGR. BENJAMIN FORTINEZ JR. Name and Signature	ANITA C. SORNITO, EdD Name & Signature	JENNIFER E. SINCO Name & Signature	DOCUMENT CONTROL INDICATOR			
			MASTER	2020.09.21	COPY	2020.09.21

1.0 PURPOSE

The Campus Ground Maintenance Procedure ensures well-maintained campus environment.

2.0 SCOPE

This procedure covers all the operations pertaining to USM campus landscape.

3.0 DEFINITION OF TERMS

3.1 USM Campus grounds refers to the academic, non-academic and housing areas.
3.2 Mowing is trimming of grasses using a tractor-mower and grass-cutters.
3.3 Tractor is farm equipment used in various farm operations.
3.4 Tractor-mower is a tractor with tractor-driven mower.
3.5 Pruning is cutting of tree branches.
3.6 Garbage or waste refers to the undesirable by-products of all colleges, offices and canteens.
3.7 Garbage Segregation is the proper disposal according to categories set by the Government.
3.8 PPE means Personnel Protective Equipment.
3.9 Backhoe is a multipurpose vehicle used for loading and excavating.
3.10 Farm Equipment refers to various tractor-drawn implements used in various farm operations.
3.11 Garbage Compactor truck refers to vehicle used for collection and transportation of garbage.

4.0 REFERENCES

4.1 USM Quality Management System Manual (USM-QMS-002-Rev.3.2020.02.18)
4.2 R.A. 9003 Ecological Solid Waste Management Act of 2000
4.3 Article 5 of the Kabacan Municipal Ordinance No. 2009-001
4.4 Department of Environment and Natural Resources (DENR) Executive Order No. 23

5.0 RESPONSIBILITY AND AUTHORITY

5.1 The PPDSO Director guides and directs the Machinery and Ground Maintenance Section (MGMS) Head in order that the purpose of the section is carried out. (MGMS)
5.2 Machinery and Ground Maintenance Section Head gives work assignments to Ground Maintenance Section Personnel and Utility Workers.
5.3 Machinery and Ground Maintenance Section Personnel are responsible in accomplishing all assigned tasks.

6.0 PROCEDURE DETAILS

6.1 **Mowing Field Operation**
6.1.1 The assigned Machinery and Ground Maintenance Section (MGMS) personnel checks and prepares the tractor, lawn mower or grass cutter for safety and functionality ready for mowing operations.
6.1.2 The ground/work area for mowing is checked for loose stones and hard objects for the safety of passersby, nearby buildings and mowing equipment. If the situation does not guarantee safety of everyone, it is postponed to another time when safety is warranted.
6.1.3 The GMS head dispatches the GMS personnel, equipped with PPE, to accomplish the routine mowing tasks; this is done every 10-15 days depending on the vegetative growth of grass.
6.1.4 Upon complete implementation of the tasks, the Monthly Mowing Operation Report (USM-PPD-F34-Rev.1.2020.09.21) which details the work done is filled up and filed for future reference.

6.2 **Tree Pruning Operation by GMS Personnel**
6.2.1 The GMS head evaluate trees and other vegetation for pruning.
6.2.2 The assigned pruning task is checked for safety and workability by assigned GMS personnel
6.2.3 The GMS head dispatches the GMS personnel to perform the assigned pruning tasks if the situation warrants safety to everyone involved.
6.2.4 If the assigned task is unsafe, mitigation should be undertaken.
6.2.5 Upon completion of the tasks, the Monthly Pruning Report (USM-PPD-F36-Rev.1.2020.09.21) which details the work done, is filled up and filed for future reference.

6.3 **Tree Pruning Operation by "pakyaw" basis**
6.3.1 The GMS head evaluate trees and other vegetation for pruning.
6.3.2 The GMS head shall determine the extent of the task and estimate the amount of work.
6.3.3 The GMS head negotiates workers for "pakyaw" of pruning (price and scope of work).

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6.3.4 The GMS head prepare and submits request for Job Order (pakyaw).
6.3.5 Upon approval of Job Order, "pakyaw" workerjs check equipment for pruning.
6.3.6 The GMS head checks safety of work area. If work area is found safe.
6.3.7 Clean pruning area.
6.3.8 Upon complete implementation of the tasks, the Quarterly Pruning Report (USM-PPD-F36-Rev.1.2020.09.21) which details the work done, is filled up and filed for future reference.
6.3.9 Prepare payment of "pakyaw" Job Order.

6.4 **Garbage Collection**
6.4.1 The GMS head briefs the assigned utility workers of the tasks to be accomplished.
6.4.2 The garbage compactor truck, personnel protective equipment, other necessary tools are prepared.
6.4.3 The garbage in academic buildings, office buildings and canteens are collected every Tuesday and Thursday; then the properly segregated collected garbage/waste is directly delivered to the municipal dump site.
6.4.4 After the garbage collection operation, the Monthly Garbage Collection Report (USM-PPD-F38-Rev.1.2020.03.16) is accomplished and filed for future reference.

6.5 **Drainage System Maintenance**
6.5.1 The MGMS head shall observe water logged areas during rainy days.
6.5.2 The MGMS head negotiates workers for "pakyaw" of cleaning of clogged drainage/s. (price and scope of work).
6.5.3 The MGMS head prepare and submit request for Job Order.
6.5.4 Upon approval of Job Order, "pakyaw" workerls check equipment for cleaning of clogged drainage/s.
6.5.5 The MGMS head checks safety of work area. If work area is safe proceed with execution of work if not, do mitigation.
6.5.6 Prepare payment of "pakyaw" Job Order.

6.6 **Request for Tractor/Backhoe/Farm Equipment**
6.6.1 The Requesting Party presents the duly approved Letter of Request to the PPDSO Director.
6.6.2 Upon receipt of request letter or from requesting personnel/ department, the Machinery and Ground Maintenance Section Head conducts evaluation of the request.
6.6.3 The Machinery and Ground Maintenance Section Head schedules the date and time for the request to be implemented and prepares Job Order.
6.6.4 During the scheduled date and time of the request, the tractor/backhoe operator performs safety and pre-departure inspection.
6.6.5 Upon completion of the request, the Field Operation Report (USM-PPD-F23-Rev.1.2020.03.16) and Job Order Form (USM-PPD-F11-Rev.1.2020.07.06) is filled up and filed for future reference.

6.7 **Preventive Maintenance**
6.7.1 Assigned operator of the equipment together with the chief mechanic/MGMS Head or other specialized technical men perform inspection using Equipment Preventive Maintenance Checklist (USM-PPD-F44-Rev.1.2020.03.16) and preventive maintenance work based on the Preventive Maintenance Calendar (USM-PPD-F02-Rev.1.2020.03.16). If a defect is observed, conduct corrective maintenance.
5.7.2 All the preventive maintenance details are properly recorded in a Repair Log Book.

6.8 **Corrective Maintenance**
6.8.1 If the operator observes any abnormality of the equipment, he shall report to MGMS head or to the chief mechanic.
6.8.2 The MGMS head and/or chief mechanic with the operator investigates/checks the abnormality.
6.8.3 Dismantle damaged part.
6.8.4 Evaluate damage part if repairable or needs replacement. If repairable, repair damaged part and re install. If needs replacement prepare purchase request.
6.8.5 A Purchase Request is prepared and processed for the needed replacement parts by the PPDS clerk and messenger.
6.8.6 Upon arrival of the requested replacement parts, the assigned operator and chief mechanic install parts.
6.8.7 All the corrective maintenance details are properly recorded by the assigned operator in a Repair Log Book.

7.0 RECORDS RETENTION AND DISPOSAL
7.1 The Forms and Records used in this procedure will be retained for a period of three (3) years for possible review and recall.

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Only documents with standard signatories of USM are considered official.

POLICY ON THE REGULATION OF THE USE OF SINGLE –USE PLASTICS WITHIN THE UNIVERSITY OF SOUTHERN MINDANAO

Proponents: Jan Clyden Tenorio, USG President; Dr. Josephine Migalbin, CA Dean; Dr. Elmer Estilloso,Director for Planning and Development

Section 1. Single –use plastics (SUPs) – are materials made of plastic that can only be used once before being disposed and recycled. These materials include but are not limited to plastic straws, utensils, cups, stirrers, sando bags, tetra packs, balloons and PET bottles.

Section 2. Scope of Application. The University policy on single-use plastics shall be applicable to and shall be observed by the Administration, Staff, Faculty, Students, Canteen operators, Caterers and Visitors.

Section 3. Prohibited Acts. Using, bringing and selling of goods contained in SUPs within the University shall be prohibited. These include the following:

i. Plastic and or disposable bottles for beverages
ii. Disposable utensils, including plastic spoons and forks, straws, containers, plates, cups, lids and soup bowls
iii. Plastics bags as container of dry goods

Section 4: Exceptions. The following shall be exempted from this policy:

i. Usage of plastic, disposable laboratory equipment that are part of the Personal Protective Equipment (PPE), which include, plastic gloves, disposable masks, head cap and goggles.
j. Usage of plastic, disposable laboratory equipment that are part of laboratory works that involve biohazards and corrosive solutions. These include disposable

iii. Third Offense –Penalty of Php. 5, 000.00

iv. Succeeding offenses shall be penalized by the termination of the Canteen operators' contract with the Business Development Center.

b. **Faculty, Staff and Administrators**. Employees who shall violate any of the prohibited acts stated shall be sanctioned with the following penalties:

v. First Offense –Warning

vi. Second Offense – Community Service of 12 hours

vii. Third Offense –Penalty of Php. 1, 000.00

viii. Succeeding offenses, the Committee shall recommend disciplinary actions to the University President through the HRMD Office.

c. **Students.** Students who shall violate any of the prohibited acts stated shall be sanctioned with the following penalties:

ix. First Offense –Warning

x. Second Offense – Community Service for six (6) hours

xi. Third Offense –Community Service for twelve (12) hours

xii. Succeeding offenses, the Committee shall recommend disciplinary actions to the University President through the Office of Student Affairs.

d. **For Visitors and Outside Caterers**. Outsiders who shall violate any of the prohibited acts stated shall be sanctioned with the following penalties:

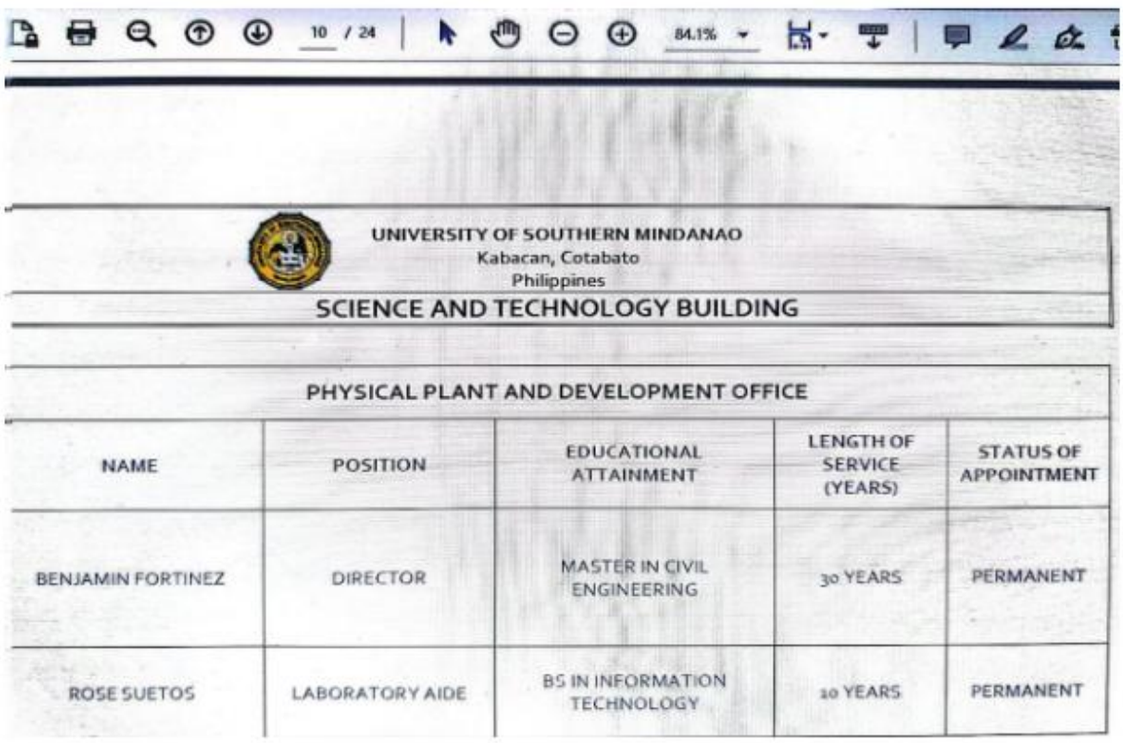






I.7. The following are properly maintained by trained staff/ technicians:

I.7.1. shops;



UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

SCIENCE AND TECHNOLOGY BUILDING

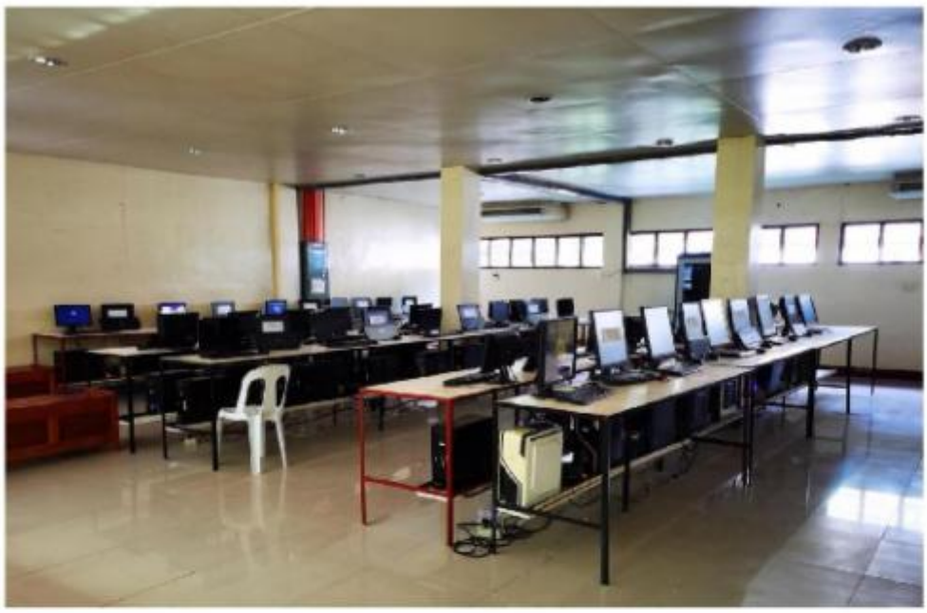
PHYSICAL PLANT AND DEVELOPMENT OFFICE

NAME	POSITION	EDUCATIONAL ATTAINMENT	LENGTH OF SERVICE (YEARS)	STATUS OF APPOINTMENT
BENJAMIN FORTINEZ	DIRECTOR	MASTER IN CIVIL ENGINEERING	30 YEARS	PERMANENT
ROSE SUETOS	LABORATORY AIDE	BS IN INFORMATION TECHNOLOGY	10 YEARS	PERMANENT





I.7.2. computer laboratory;









I.7.3. multi-media/ educational technology center;








Horizon





I.7.4. research facility; and



Research and Development Office – University of Southern Mindanao

Visit ›

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I.7.5. general education laboratory;
I.7.5.1. natural science/ physical science;

PHYSICS LABORATORY STAFF

VERGIE J. SEBASTIAN

Date of Birth : February 29, 1980 Sex : Female
Place of Birth : Poblacion, Kabacan, Cotabato Civil Status : Married
Contact Number : 09124127410

EDUCATIONAL BACKGROUND

Primary: Kabacan Wesleyan Academy 1986-1987
Elementary : USM Annex Elementary School 1987-1993
Secondary : University Laboratory School 1993-1997
Tertiary : Bachelor of Elementary Education
University of Southern Mindanao 1997-2001

BIOLOGY LABORATORY STAFF

SAMUEL A. CALUYAN

Date of Birth: September 25, 1976 Sex: Male
Place of Birth: Upper Suyan, Malapatan Sarangani Province Civil Status: Married
Contact Number: 09305597227

EDUCATIONAL BACKGROUND

Elementary: Malapatan Central Elementary School 1988-1992
Secondary: Malapatan National High School 1992-1995
Tertiary: BS Agriculture
University of Southern Mindanao 2006

CHEMISTRY LABORATORY STAFF

BELEN E. ESMEJARDA

Sex: Female
Date of Birth: February 19, 1980
Place of Birth: Limuhay, Bagumbayan, Sultan Kudarat
Contact Number: 09085034067

EDUCATIONAL BACKGROUND

Elementary: Gapok Elementary School 1990-1992
Secondary: Notre Dame of Esperanza 1992-1996
Tertiary: BS Chemistry
University of Southern Mindanao 1997-2001
Graduate Studies: MST Chemistry 2011-Present









I.7.5.2. speech laboratory;

SPEECH LABORATORY



I.7.5.3. physical education;





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LABORATORIES

I.7.5.4. others (please specify) _____.