



January 26, 2024

SPECIAL ORDER

No. 00324 -IIT
Series of 2024

SUBJECT: **Grant of Authority to Assoc. Prof. Renebel O. Labadisos, Faculty Member of the College of Arts and Social Sciences, to Conduct and Implement a University-Approved Research Project for the Period January 15, 2024 to December 31, 2024**

Upon the recommendation of the Vice Chancellor for Research and Enterprise, **Assoc. Prof. Renebel O. Labadisos**, faculty member of the College of Arts and Social Sciences, is granted authority to conduct and implement the research project entitled *Health Hazard Exposure and Health-seeking Behavior among Jeepney Drivers of Northbound Lines in Iligan City* for the period **January 15, 2024 to December 31, 2024**.

The implementation of this research project shall be in conformity with the approved project proposal, budget, and other provisions. To financially support the project implementation, the following amount of **direct cost and indirect cost as stipulated in the Line-Item Budget** shall be allocated to cover the allowable expenses incurred during the project implementation:

Direct Cost	P 97,700.00
Indirect Cost	P 475,894.00
Grand Total	P 573,594.00

All direct cost expenses are chargeable against OVCRE funds, subject to the usual standard accounting and auditing rules and regulations.

In order to facilitate the conduct of this undertaking, the following shall also apply:

- a. To ensure the successful implementation of the said project and in accordance with the approved project proposal, a Research Project Team composed of the following is created and shall be entitled to research load equivalence, as indicated, for the Second Semester of SY 2023-2024 and First Semester of SY 2024-2025:

Name	Designation	Research Load Equivalence, Units
Assoc. Prof. Renebel O. Labadisos	Project Leader	6
Asst. Prof. Amabelle A. Embornas	Research Team Member	3
Inst. Marph Daryl Porras	Research Team Member	3



- b. The project leader shall be allowed to hire the services of the following on a contract/appointment basis:
- One (1) **SPSS Data Encoder** to be compensated at a lump sum rate of Fifteen Thousand Pesos (P 15,000.00), authorized under the approved project proposal and Line-Item-Budget, who possess the qualifications required of the project;
 - **Field Enumerators** to be compensated at a rate of One Hundred Fifty Pesos (P 150.00) per questionnaire, authorized under the approved project proposal and Line-Item-Budget, who possess the qualifications required of the project;
 - One (1) **Transcriber** to be compensated at a rate of One Thousand Pesos (P1,000.00) per Key Informant transcription, authorized under the approved project proposal and Line-Item-Budget, who possess the qualifications required of the project;
 - The services of the research personnel shall be discontinued upon termination of the project or the specific work for which they were hired.
- c. In cases that the Project Leader is accepted for a research project, fellowship, scholarship or training grant or leave his station for any trip abroad for more than one (1) month during the course of the project, the Project Leader shall secure prior approval and authorization from the Chancellor, upon the review and evaluation of the Office of Research Management and recommendation of the Vice Chancellor for Research and Enterprise. In such a case, the Project Leader should assign an Officer-in-Charge to run the project. If the period of absence is more than three (3) months, a replacement should be made;
- d. In cases of resignation or retirement of the Project Leader when the project is not yet completed, a notice must be written, at least three (3) months in advance before the effective date of resignation or retirement, wherein the Project Leader forfeits all his rights and privileges afforded by MSU-IIT, and ownership of the project becomes fully assumed by the University;
- e. As Project Leader, Assoc. Prof. Labadisos shall have the following obligations:
- Ensure that the conduct of the research is in accordance with ethical research standards and urgent measures to ensure the safety of all faculty researchers and students handling microbiological and biological specimens in laboratories, e.g., for studies involving human and/or animal vertebrate subjects, a clearance from the Institutional Ethics Review Committee shall be obtained; and for studies involving potential pathogens and pathogenic microorganisms, genetic modification, and insect vectors of diseases of plants, animals and humans a clearance shall be obtained from the Institutional Biosafety Committee;
 - Ensure the proper implementation of the project in accordance with the approved timetable activities;



- Submit/upload **quarterly progress reports** to the Research and Extension Information System (REIS) in My.IIT monitored by the Office of Research Management and the Office of the Vice Chancellor for Research and Enterprise (OVCRE);
 - Submit/upload an **accomplishment/terminal report** with the format prescribed to the Research and Extension Information System (REIS) in My.IIT monitored by the Office of Research Management, OVCRE within thirty (30) days after the completion of the research project;
 - **Present in a symposium or forum**, such as the University's Annual In-House Review of Research Projects, or in a regional, national and international meetings, as monitored by the Office of Research Management, OVCRE;
 - **Publish the research findings** within one (1) year after completion of the research project, in reputable refereed journals, such as the University's Asia Pacific Journal for Science, Mathematics, and Engineering, The Mindanao Forum, and Langkit Journal, or in Scopus-Indexed journals, with the assistance and guidance of the Office of Research Management, OVCRE;
- f. In case the research project would utilize any property, knowledge, heritage, culture, tradition, institution and/or any other resource that belong to any indigenous community, the Project Leader has the responsibility of securing the indigenous community's free prior informed consent and must subject the research to the provisions and requirements relative to researchers and research outcomes provided in **RA 8371 (An Act to Recognize, Protect and Promote the Rights of Indigenous Cultural Communities/Indigenous People, Creating a National Commission of Indigenous People, Establishing Implementing Mechanisms, Appropriating Funds Therefor, and for Other Purposes)** and its Implementing Rules and Regulations, to protect and respect the community intellectual property rights of the concerned indigenous community. For any violation of the provisions of the above law, with no valid cause to justify the same, the University may exercise the option of rescinding the research grant, through written notice citing the particular violation found;
- g. In the event that the research grant shall include provision for equipment and facilities, the OVCRE reserves the right to ownership over the purchased equipment and facilities. All equipment purchased through the grant shall be returned to MSU-IIT, through OVCRE, upon termination of the grant;
- h. Moreover, the intellectual property rights, ownership and enjoyment thereof arising from this research project shall be governed by the applicable provisions of **RA 10055 (An Act Providing the Framework and Support System for the Ownership, Management, Use, and Commercialization of Intellectual Property Generated from Research and Development funded by Government and for other purposes)**, **RA 8439 (An Act Providing a Magna Carta for Scientists, Engineers, Researchers and other Science and Technology Personnel in Government)**, and **RA 8293 (An Act Prescribing the Intellectual Property Code and Establishing the Intellectual Property Office, Providing for Its Powers and Functions, and for Other Purposes)**



including their respective Implementing Rules and Regulations, as well as existing and future policies of the University on Intellectual Property Rights such as but not limited to the following:

- Any publication arising from the activities undertaken by virtue of and pursuant to this Special Order shall clearly establish and explicitly identify and acknowledge MSU-IIT as the source of the output and grant and the names of the Project Leader and members of the Research Team shall be indicated, recognized, and included in the report;
 - The University shall have the right to freely use all data and findings by virtue of and pursuant to this Special Order for any of the purposes within its legal mandate;
 - The Project Leader and members of the Research Team identified, recognized and included in the report shall provide the University written updates on the use of any of the data or information contained in the report and the purposes thereof, to ensure that the University-funded research is utilized, continuously supported, and properly documented for the widest dissemination and use by the general public, and to encourage further scientific studies and researches and that the research conducted and its outcome would not violate the intellectual property rights of any third party;
- i. Notwithstanding the project duration stated herein, any renewal or continuation of the project must be approved by the Chancellor, at least one (1) month before the termination date, upon the review and evaluation of the Office of Research Management and recommendation of the Vice Chancellor for Research and Enterprise. Failure by the Research Team to satisfactorily complete the study within the period stated herein, without the prior approval of an extension shall mean forfeiture or discontinuance of the Grant.
- In the event that an extension shall be granted, no additional financial grant in excess of the approved project grant stated above shall be awarded due to the extension of time allowed.
 - In cases that a renewal or continuation of the project is granted, the Project Leader shall not be entitled to any additional Research and Development and Extension (RD&E) grant until completion of the said project.

This Order is effective for the period stipulated above, unless revoked by competent authority.


ALIZEDNEY M. DITUCALAN
Chancellor

