



June 10, 2024

SPECIAL ORDER

No. 01180 -IIT

Series of 2024

SUBJECT: Grant of Authority to Prof. Josefina M. Tabudlong, Faculty Member of the College of Arts and Social Sciences, to Conduct and Implement a CHED-Approved Collaborative Research Project for the period January 2024 to August 2024

As mandated by the Commission on Higher Education, and upon the recommendation of the Office of the Vice Chancellor for Research and Enterprise (OVCRE), Prof. Josefina M. Tabudlong, faculty member of the College of Arts and Social Sciences, is given authority to conduct and implement a CHED-approved collaborative research project entitled *Project Study for Five-Year Discipline-based Roadmap for Sociology in the Philippine*, with the Ateneo de Manila University (AdMU), for the Period January 2024 to August 2024.

The implementation of the research project shall be in conformity with the approved project proposal, budget, and other provisions stipulated in the MOA.

To financially support the Project, Three Million Two Hundred Ninety-Six Thousand Pesos (₱ 3,296,000.00) shall be allocated, chargeable against CHED funds.

A Project Team is created with the following members who shall each be entitled to the honorarium for the period January 2024 to November 2024, as indicated in the tables below:

From MSU-IIT

Name	Task	Function	Duration	Honorarium (each)
Dr. Josefina M. Tabudlong	Project Manager	Supervise the implementation of the project to its completion	8 months	₱8,800.00/ month
Dr. Jay Rey G. Alovera	Technical Working Group Members - from MSU-IIT	Provide direction and monitoring of the project implementation	6 months	₱7,600.00 / month
Dr. Maria Cecilia M. Ferolin				₱7,600.00 / month
-	Administrative Staff (4 personnel)	In-charge of safekeeping and handling of the accounts request accommodation and disbursement	8 months	₱1,573.00 / month

From AdMU

Task	Duration	Honorarium (each)
Co-project manager (1)	8 months	₱8,800.00/ month
Technical Working Group Members (2)	6 months	₱7,600.00 / month
		₱7,600.00 / month



In addition, Prof. Tabudlong is also entitled to hire the services of the following, chargeable against the CHED funds and in accordance with the approved line-item budget:

Position	Duration	Salary (each)
Financial Manager & Administrative Assistant (1)	8 months	₱24,262.00 / month
Research Supervisor for Luzon and NCR - from AdMU (1)	3 months	₱32,400.00 / month
Research Supervisor for Visayas and Mindanao - from MSU-IIT (1)	3 months	₱32,400.00 / month
FGD Facilitators (10)	2 months	₱1,000.00 / month
FGD Documenters & Transcribers (10)	2 months	₱500.00 / month
FGD Assistants (10)	2 months	₱500.00 / month
KII Interviewers and Enumerators (37)	2 months	₱5,000.00 / month
Desk Researcher (1)	2 months	₱25,000.00 / month
Layout Artist/Web Designer (1)	2 months	₱15,000.00 / month
Technical Writer (1)	-	₱30,000.00 lump sum
Data Processor (1)	-	₱25,000.00 lump sum

It is mandatory for Prof. Tabudlong to submit periodic and completion reports to the CHED and to provide copies of these reports to the Office of Research Management of the OVCRE.

This Order is effective for the period January 2024 to August 2024, unless revoked or amended by competent authority.


ALIZEDNEY M. DITUCALAN
Chancellor