



Gov. Alfonso D. Tan College
Maloro, Tangub City

FACULTY

E – Professional Performance and Scholarly Work

- **Institutional Support**
- **Documents**

EDUCAATIONAL SUPPORT DOCUMENTS

Tangub City

GOV. ALFONSO D. TAN COLLEGE

MEMORANDUM

DATE: SEPTEMBER 5, 2017

TO: ALL GADTC STAFF

SUBJECT: TRAINING ON CONDUCTING SURVEYS

You are all directed to attend the Training on Conducting Surveys for the data gathering of Institutional Research and Educational Profiling. This will be on September 9, 2017, at exactly 9:00 in the morning at the GADTC, Audio-Visual Room.

Compliance is hereby enjoined.

MARICELLE M. NUEVA, DM
LOVE H. FALLOAN, MS CRIM
VP for Planning, Research
and Extension

BELLAFLOR E. FERNANDEZ
VP for Academic Affairs

OSA - *[Signature]*
Ruperto - *[Signature]*
Academy - *[Signature]*
Library - *[Signature]*
CIS - *[Signature]*

HRSO - *[Signature]*
PTE - *[Signature]*
HARDO - *[Signature]*

Tangub City, 3rd Year
"GOV. ALFONSO D. TAN COLLEGE"

OFFICE OF THE VP FOR PLANNING, RESEARCH AND EXTENSION

* Maloro, Tangub City

MEMORANDUM

DATE: JULY 10, 2017

TO:
ALL DEPARTMENT HEAD
DEPARTMENT RESEARCH COORDINATOR
RESEARCH CORE GROUP MEMBER
DEPARTMENT CAESO COORDINATOR

SUBJECT: ATTENDANCE TO SEMINAR – WORKSHOP OF SETTING UP OF
RESEARCH AGENDA THEME “BRIDGING GAPS”

As instructed by the college educational consultants, you are all directed to attend the abovementioned seminar-workshop tomorrow, Tuesday and on Wednesday, July 11-12, 2017 at exactly 8:30 in the morning at the Audio-Visual Room, GADTC Main Building facilitated by Rogielou P. Andam, the Research Officer.

Compliance is hereby enjoined.

Marielle M. Nueva, DM
MARIELLE M. NUEVA, DM
VP for Planning, Research and Extension

Maloro, Tangub City, Misamis Occidental
www.tangubcity.gov.ph/gadtc

ACCESS
IN SUCCESS

Tel. No. 63-088-3541592
Email: gadtc@tangubcity.gov.ph

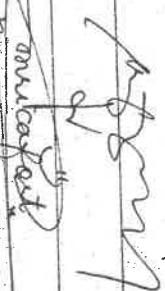
Tangub City GOV. ALFONSO D. TAN COLLEGE

SEMINAR-WORKSHOP ON SETTING UP OF RESEARCH AGENDA

THEME: "BRIDGING THE GAPS"

JULY 11, 2017

ATTENDANCE SHEET

| NAME | ADDRESS / OFFICE | SIGNATURE |
|-----------------------------|------------------|---|
| ANITA ERNE A. MAR | ORAZIO CITY |  |
| Cecilia, Jenni D. | ORAZIO CITY |  |
| Mary Antoinette B. Ricafort | GADTC / IAS |  |
| Priency Mae S. Esin | GADTC / IAS |  |
| Monwong, Ody STEPHEN C. | GADTC / IAS |  |
| Santolata, Juan Rey M. | GADTC / IAS |  |
| SI. RUCER & RUSA | GADTC | |
| VERMEL, ERNE | GADTC | |
| Monterea, Kylin C. | GADTC | |
| CATANOV, June Ann A. | GADTC | |
| PETRAVO, Chona Belkin | GADTC | |
| Pawillos, Junfe V. | GADTC / IAS | |
| TRAP, NORIEL B | ITE | |
| Concepcion, Rhodal | GADTC / IAS | |
| Gumba, Stephanne Joyce | GADTC | |
| QUITE, Clint Joy M. | IAS | |
| Wolfgang, Cheryll Joseph | IAS | |
| Hibago, Alemer C | IIT | |
| Lopina, Odilia Rosemarie | GADTC | |
| Pandua, Verna Z. | GADTC / IAS | |
| Silvia, Apolinario D. | GADTC | |
| Corale, Odette | GADTC | |
| LYN DA GUMPA | BFS | |
| CESO VILLARCAVER | IQC | |
| Erwin E. UICPA | IQC | |
| Net Gaius J. Banguao | IQC | |
| Junis Rita Sected | IAS | |

City of Tangub

GOV. ALFONSO D. TAN COLLEGE

SEMINAR-WORKSHOP ON SETTING UP OF RESEARCH AGENDA
THEME: "BRIDGING THE GAPS"

JULY 12, 2017

ATTENDANCE SHEET

| NAME | ADDRESS | SIGNATURE |
|-----------------------------|------------------|---------------------|
| NONNE, A. ERONG | Sts | ✓ AO |
| KORM CANUDO MONTESA | CAOTC, CRM | ✓ APRIL 12, 2017 |
| JUIME ANN ALQUINAR CATALON | CAOTC ICJE (CRM) | ✓ APRIL 12, 2017 |
| CHONA BEBINA C. PETALIB | CAOTC, IWE | ✓ APRIL 12, 2017 |
| ELAINE Y. BANDIGAN | CAOTC, IWE | ✓ APRIL 12, 2017 |
| SUBITA, APRIL POST B. | CAOTC - IBTS | ✓ APRIL 12, 2017 |
| VILLARICUFF, CELSO R. | CAOTC - IBTS | ✓ APRIL 12, 2017 |
| BURKHO, KELVIN GRIUS J. | CAOTC - IBTS | ✓ APRIL 12, 2017 |
| Paneda, Verna Z. | CAOTC | ✓ APRIL 12, 2017 |
| ECM, Mindie Mae P. | CAOTC - IACS | ✓ APRIL 12, 2017 |
| CONCEPCION, Rosel Joy B. | CAOTC - IASS | ✓ APRIL 12, 2017 |
| ERAP, NORIEL B. | ITC | ✓ APRIL 12, 2017 |
| MANERO, AVERNE C. | ITC | ✓ APRIL 12, 2017 |
| ANNA CECILIA A. MESTR | CAOTC - IM | ✓ APRIL 12, 2017 |
| JENNIFER D. GARCIA | CAOTC - IM | ✓ APRIL 12, 2017 |
| Babylin A. Mina | CAOTC - IAS | ✓ APRIL 12, 2017 |
| ERWIN T. LACAR | ICCS | ✓ APRIL 12, 2017 |
| Sandorita, Sun Rey M. | IAS | ✓ APRIL 12, 2017 |
| Spiting, Olga Edil Ray P. | IAS | ✓ APRIL 12, 2017 |
| Timbo, Stephanie Joyce | IAS | ✓ APRIL 12, 2017 |
| Argilotan P. Andan | ITK | ✓ APRIL 12, 2017 |
| Elizabeth T. Salyson | CAOTC - IAS | ✓ APRIL 12, 2017 |
| Quie, Clark Joy M. | IAS | ✓ APRIL 12, 2017 |
| Ricoford, Mary Antonette B. | IAS | ✓ APRIL 12, 2017 |
| Sophie V. Paulas | ITC | ✓ APRIL 12, 2017 |

| Graduate Student | MS | Botany |
|-----------------------------|----|--------|
| Deborah Mac L. Fesin | MS | |
| James R. Dugman | MS | |
| Carol R. Johnson | MS | |
| Jean Rita M. Scheck | | |
| James Stephen C. Waddington | | |
| Mark Lester Flores | | |
| Jeniffer T. Tim | | |

2nd Quarter Grade 2016-2017 GOV. ALFONSO D. TAN COLLEGE

ATTENDANCE

Research Seminar Workshop

December 15, 2016

DAY 2 MORNING

| NAME | DEPARTMENT | SIGNATURE |
|-------------------------------|-------------|---|
| Gato, Alejandra G. Mariano | POB | <i>Bob</i> Bob |
| Arancio, Rosalie D. Gutierrez | POB | <i>Bob</i> Bob |
| Ricafort, Mary Antoinette B. | DAS | <i>Mary</i> Mary |
| Castro, Mary Jane G. | DCS | <i>Jan</i> Jan |
| Alcantara, Immaculata R. | DCS | <i>Immaculata</i> Immaculata |
| Verzosa, Mont Sae | DCS | <i>Mont Sae</i> Mont Sae |
| Mancuso, Melchize Angelie | DCS | <i>Angelie</i> Angelie |
| Alapo, Vale Mark C. | DCS | <i>Mark C.</i> Mark C. |
| Monzon, Kymie | DCS | <i>Kymie</i> Kymie |
| Estel, Shindie Rose P. | DAS | <i>Shindie</i> Shindie |
| Cabacis, Zyrina Claire S. | DCS | <i>Zyrina</i> Zyrina |
| Alkem B. Villafior | DAS | <i>Alkem</i> Alkem |
| Burgos, Thia Mae | DDP | <i>Thia Mae</i> Thia Mae |
| Lirio, L. ALAECHIO | DAS | <i>Lirio</i> Lirio |
| Timapan, Gretchen Y. | POB | <i>Gretchen</i> Gretchen |
| Villanueva, Aless R. | POB | <i>Aless R.</i> Aless R. |
| Canyon, Lorraine | POB | <i>Lorraine</i> Lorraine |
| Wright, Jenice S. | POB (Leave) | <i>Jenice S.</i> Jenice S. |
| Monzon, Vincent | POB | <i>Vincent</i> Vincent |
| Bacanay, Gretchen Ric P. | DAS | <i>Gretchen Ric P.</i> Gretchen Ric P. |
| Yatlong, Cheryll Kaye | DAS | <i>Cheryll Kaye</i> Cheryll Kaye |
| Alpizar, June Ann F. | DAS | <i>June Ann F.</i> June Ann F. |
| Rivulio, R. Arlann | DAS | <i>R. Arlann</i> R. Arlann |
| DAGUMAN, LYN | DAS | <i>LYN</i> LYN |
| Erasto, Vermi Ann | DAS | <i>Vermi Ann</i> Vermi Ann |
| Perus, L. F. | DAS | <i>L. F.</i> L. F. |
| Rilmos, Agum C. | DAS | <i>Agum C.</i> Agum C. |
| Capon, Lita | DAS | <i>Lita</i> Lita |
| Edna, E. Belle G. Or | DAS | <i>E. Belle G. Or</i> E. Belle G. Or |
| Dejor, Rafta Pa. | DAS | <i>Rafta Pa.</i> Rafta Pa. |
| Melinco, Margarita C. | DAS | <i>Margarita C.</i> Margarita C. |
| Spedos, Jasmine Mera | DAS | <i>Jasmine Mera</i> Jasmine Mera |
| ARSENAL, KATE MOREEN | DAS | <i>KATE MOREEN</i> KATE MOREEN |
| EBODE, ECTION B. | DAS | <i>EBODE, ECTION B.</i> EBODE, ECTION B. |
| Apple, Jann B. Plos | DAS | <i>Jann B. Plos</i> Jann B. Plos |
| Tunc, Rita | DAS | <i>Rita</i> Rita |
| Mata, Monalito | DAS | <i>Monalito</i> Monalito |

GRADUATE DEPT. OF GOV.-ALEONSO D. TAN COLLEGE

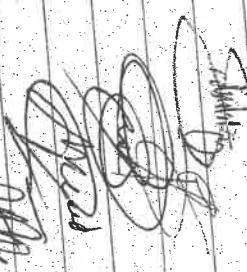
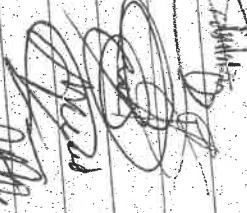
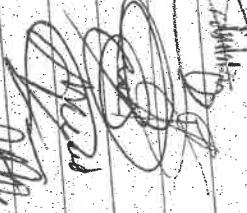
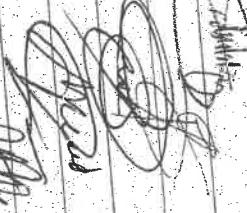
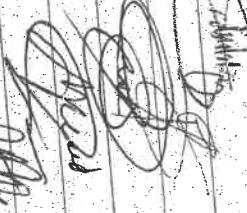
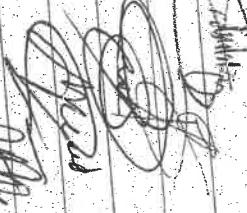
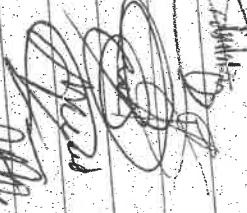
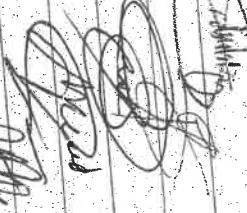
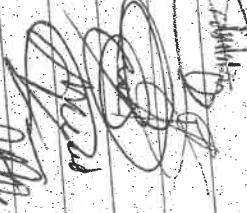
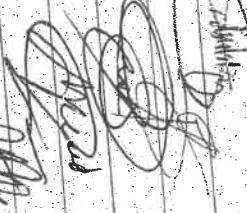
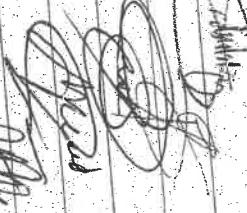
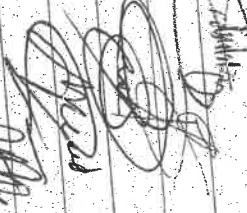
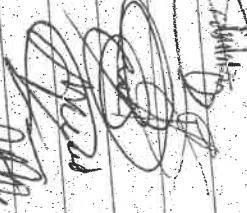
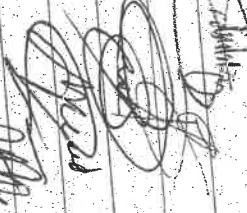
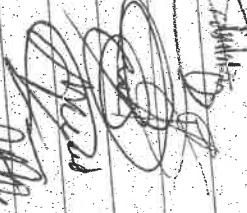
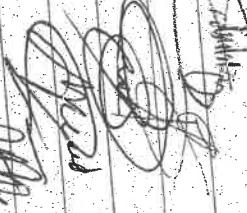
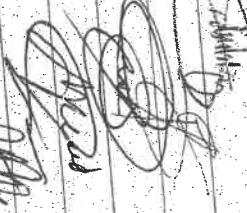
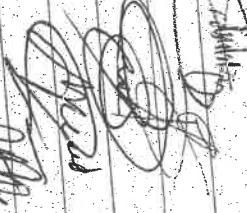
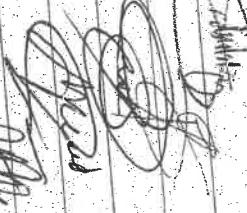
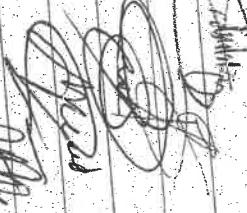
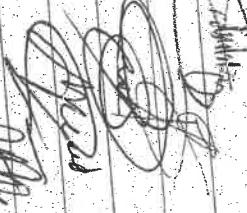
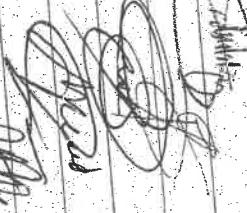
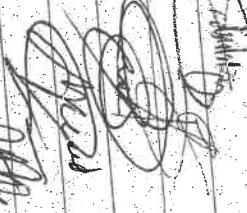
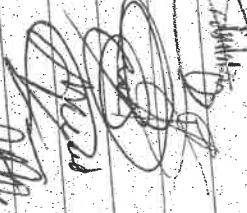
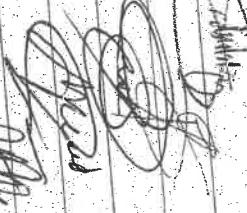
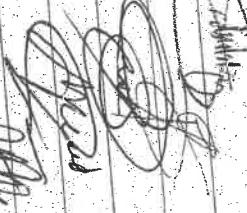
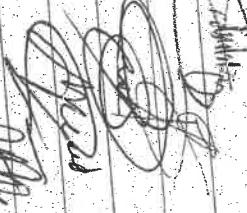
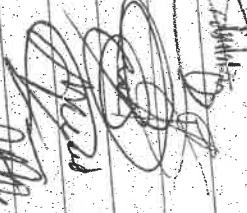
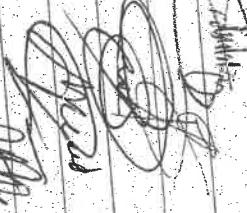
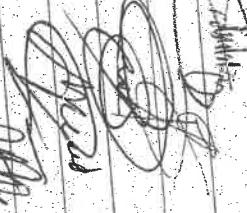
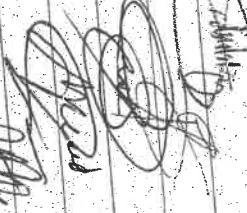
ATTENDANCE

Research Seminar Workshop

December 15, 2016

DAY 2 AFTERNOON

SIGNATURE

| NAME | DEPARTMENT | SIGNATURE |
|-----------------------------|------------|---|
| AMAT, KARL WEST | DOC |  |
| COOPER, FERNIE J. | DOC |  |
| VILLARMEZ, CELSO R. | DOC |  |
| CASERO, MARY JOSE G. | DOC |  |
| ENRIOS, LONY ANN | DOC |  |
| DAGUMAN, LYNN | DOC |  |
| ELAGE MID, EFREN L. | DOC |  |
| ECILIT, SINDIE MAR P. | DOC |  |
| J. M. MENDOZA | DOC |  |
| PERALTA, CHONA | DOC |  |
| REGUNIA, JAY MAD S. | DAS |  |
| ABBOPO, JADE MARIE C. | DAS |  |
| QUISE, CLINT JOY M. | DAS |  |
| MAVORADO, KENMAR C. | DOC |  |
| LUCILLE C. FRANGE | DOC |  |
| ANNE, VIOLENE | DOC |  |
| PRAMONIUM, SUANNE | DOC |  |
| LARGA, JANELLE M. | COMTC |  |
| EDNA E. DELA SERRA | DAS |  |
| REGILDEON P. ANDAM | DAS |  |
| AKTELO, FERDZ IT | DOC |  |
| CAROLYN PONTE | DOC |  |
| MANJAPAN, GRETCHEN Y. | DAS |  |
| MANJOMATA, BUNNA | DAS |  |
| KICAFAL, MARY ANTOINETTE B. | DAS |  |
| MANALOTO, JUANITA RITA P. | DAS |  |
| UANT, MARGARETH | DAS |  |
| CUMBIA, STEPHANIE | DOC |  |
| 29. GEMMA, ALMAGRO, JOY | DAS |  |
| 29. GEMMA, ALMAGRO, JOY | DAS |  |
| K. Andam | DAS |  |

GOV. ALFONSO D. TAN COLLEGE

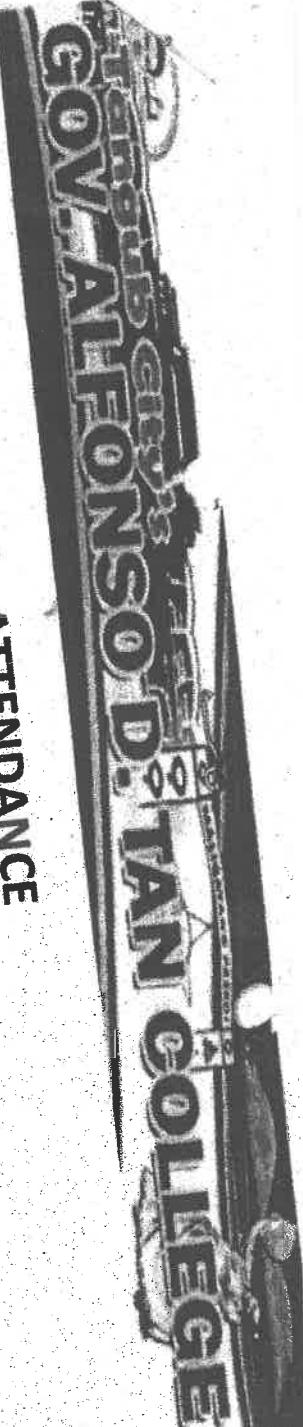
ATTENDANCE

Research Seminar Workshop

December 16, 2016

DAY 3 MORNING

| NAME | DEPARTMENT | SIGNATURE |
|-----------------------------------|-------------|-------------------------------------|
| 1. Villanueva, Edna R. | DOB | <i>Edna R. Villanueva</i> |
| 2. Castro, Marjorie C. | DBS | <i>Marjorie C. Castro</i> |
| 3. Jimenez, Genie Ann A. | DAS | <i>Genie Ann A. Jimenez</i> |
| 4. Magno, Jodie Marie C. | DCS | <i>Jodie Marie C. Magno</i> |
| 5. Verzosa, Mark Jae | DOC | <i>Mark Jae Verzosa</i> |
| 6. Alcazar, June Ann F. | DOC | <i>June Ann F. Alcazar</i> |
| 7. Pampilo, Chona Gabini C. | GABTC | <i>Chona Gabini C. Pampilo</i> |
| 8. Grelach, Nancy Antonette B. | DAS | <i>Nancy Antonette B. Grelach</i> |
| 9. Corpuz, Ponte J. | DPE | <i>Ponte J. Corpuz</i> |
| 10. Gelt, Shindie Mae | DAS | <i>Shindie Mae Gelt</i> |
| 11. Emborg, Ethan John B. | DAS (Conn.) | <i>Ethan John B. Emborg</i> |
| 12. Montezon, Vilmaur S. | GATC | <i>Vilmaur S. Montezon</i> |
| 13. BULVING, S. MANCONTRIA | 64DRC | <i>S. Mancontria Bulving</i> |
| 14. Albarado, Michelle Angelie D. | GATC | <i>Michelle Angelie D. Albarado</i> |
| 15. Manzano, Mechelle Angelie D. | CANTE | <i>Mechelle Angelie D. Manzano</i> |
| 16. Uquint, Marjorie | CHOTC | <i>Marjorie Uquint</i> |
| 17. Sison, S. OREA, Sienna | ENOTC | <i>S. OREA, Sienna Sison</i> |
| 18. Adelito, FRITZIE B. | POB GATPC | <i>Fritzie B. Adelito</i> |
| 19. Merano, Al Manue Jeff | DPE GATPC | <i>Al Manue Jeff Merano</i> |
| 20. Magpobo, Nenice C. | DAS | <i>Nenice C. Magpobo</i> |
| 21. Cauchi, P. | DBB | <i>P. Cauchi</i> |
| 22. Uyzen, Yolka Lynn | DBB | <i>Yolka Lynn Uyzen</i> |
| 23. Brahma, Lynn | DAS | <i>Lynn Brahma</i> |
| 24. R. Almar | | |



ATTENDANCE

Research Seminar Workshop

December 16, 2016

DAY 3 AFTERNOON

DEPARTMENT

NAME

DOB

CASILE, MARY SABE C.

DOC

CHORTS, MARK LESTE

DOB

COFFIN, RONALD J.

DOB

GUERRA, ERICK ROSE

AS

INDIUM, LORI ANN

DOB

MANIAO, ALICE JOY

DOB

MACUMAM, TINO R.

DOC

ALVAREZ, FRANCIE B.

DOC

MARIBO, ALICE C.

DOB

ECOMED, SHELSEA MIC B.

DOB

ELIAS, ALICE MARIE

DOC

THIRAKORN, ORACHEN Y.

DOC

MAISONKA, ELVIRA S.

DOC

REQUINA, JAY MARCE

DOC

VERGARA, MARGARETH

DOC

GARIBAY, STEPHANIE

DOC

ALBORG, JACK MAT C.

AS

RODRIGUEZ, ARIELA

AS

GOV. ALFONSO D. TAN COLLEGE
OFFICE OF PLANNING, RESEARCH AND EXTENSION

OFFICE of the PLANNING, RESEARCH AND EXTENSION

December 01, 2017

MEMORANDUM

TO : ALL INSTITUTE DEANS
RESEARCH INSTRUCTORS
RESEARCH EDITORS
RESEARCH PANEL MEMBERS
RESEARCH ADVISERS

SUBJECT : Dissemination and Implementation of New Research Guidelines

With our efforts to upgrade the research system of our institution, you are hereby directed to facilitate the dissemination and implementation of the new research guidelines of the college effective **this 2nd semester, A.Y. 2017-2018.**

Attached is a copy of the above-mentioned guidelines.

For your information and compliance.

W. M. N.
MARICELLE M. NUEVA, DM
VP for Planning, Research and Extension

Cc:
P. EMELIO S. PASCUAL, MA
Consultant to the President and
GADTC Development & Operations Specialist

Tel. No. 63-088-33541592
Email: gadtc@tangubcity.gov.ph

Maloro, Tangub City, Misamis Occidental
www.tangubcity.gov.ph/gadtc

SUCCESS

GOV. ALFONSO D. TAN COLLEGE

Maloro, Tangub City

RESEARCH OFFICE

GUIDELINES ON THE CONDUCT OF THESIS

I. PURPOSE

The guideline provides standards for the conduct of thesis courses for undergraduate programs.

II. SCOPE

This is applicable to all faculty members and students of Gov. Alfonso D. Tan College.

III. GUIDELINES

A. General Provisions

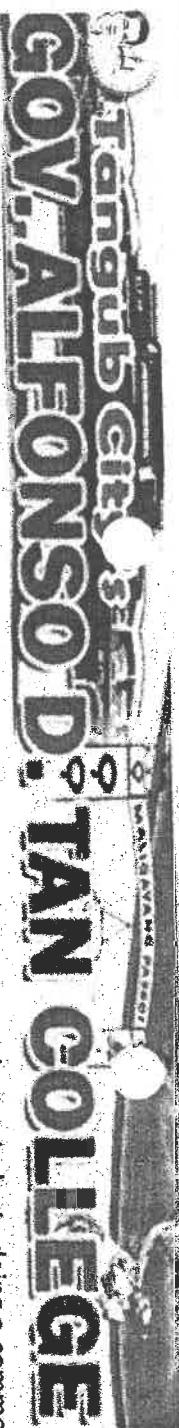
A.1. Thesis

1. All students enrolled in thesis writing must join a research group and choose an advisor/s with the approval of the Department Chair.
2. The advisor will confer the students and decide his thesis.
3. When the research proposal has been drafted, the instructor will choose their panel members with the approval of the Department Chair.
4. The student will submit the form for advisors and panel members to the research office. This form officially reports the student's thesis topic, and the names of the advisors and panel members.

A.2. Oral Presentation of Thesis Proposal

1. On a specified date arranged by the student, in coordination with the course instructor, research director, advisor and panel members, the thesis proposal will be scheduled for oral presentation.
2. The schedule of the oral presentation of the proposal must be made public.
3. The student must submit form for proposal oral examination to research office attesting the approval of the advisor to the oral presentation of the proposal.
4. The student/ group must also pay the following proposal fees per research paper:

| | Adviser's fee (per adviser) | Panel members fee (min.of panels) | Editor | Research office Representative | Statistician |
|---------------------------------|--------------------------------|--|--------|-----------------------------------|--------------|
| Undergraduate ThesisProposal | 500 | 300 | 300 | 200 | 200 |



Tangub City Board of GOV. ALFONSO D. TAN COLLEGE

The proposal oral examination fee will be subdivided for group of undergraduate students doing a common thesis. The proposal oral examination fee will be used to pay the honoraria of advisors, panel members, editor, research office representative and statistician

5. Upon submission of the form, the instructor will schedule the date of the oral presentation of the thesis in coordination with the advisor, the panel members, research office representative and statistician. The dean will be the Chairman of the Committee from the panel members.
6. All students who are going to do the proposal, oral presentation must be enrolled. In case the student is not enrolled in any course, he must enrol prior to the proposal oral examination by paying the residency fee.
7. One week prior to the oral presentation, the student should give a copy of the draft proposal to the instructor, advisor, panel members, research office representative and statistician.
8. During the proposal oral presentation, the course instructor will act as representative of the department. The instructor must ensure that all procedures are followed in the conduct of the proposal oral presentation.
9. Panel members and the external examiner will use the form – to grade the thesis proposal work. The instructor will not grade the proposal oral presentation.
10. Not later than three days after the proposal oral presentation, the instructor will submit the result to the research office.
11. At the end of the term, the instructor shall encode the corresponding grade of the student/s

A.3. Final Oral Presentation Thesis

12. When the student has completed the thesis, the advisor can recommend the work for the final Oral Presentation.

13. The student / group must also pay the following final oral examination fees per research paper.

| Adviser's fee (per adviser) | Panel Member's fee (min. of panels) | Editor | Research Office Representative | Statistician |
|---------------------------------|--|--------|--------------------------------------|--------------|
| Undergraduate | 3 | | | |
| Thesis-Final | 1,000 | 700 | 700 | 350 |

- The final oral examination fee will be subdivided for group of undergraduate students doing a common thesis. The final oral examination fee will be used to pay the honoraria of advisers, panel members, research office representative and statistician.
14. Upon submission of the form, the instructor will schedule the date of the final oral presentation of the thesis in coordination with the advisor, the panel members, research office representative and statistician. The chair of the proposal examination committee should also be the chair of the final oral examination committee. The panel members during final oral presentation should also be the panel members during the final oral presentation. In case a panel member is no longer available, the instructor, in consultation with the dean will appoint another panel member.

Tranquility, See, GOV.-ALFONSO-D. TAN COLLEGE

15. One week prior to the final presentation, the student must:

- give a copy of the research work to the instructor, the advisor, all the panel members, research office representative and statistician.

b. submit a poster of the work to the course instructor for posting.

16. Panel members and the research office representative will use form to grade the final thesis. The course instructor will not grade the final oral presentation.

17. The schedule of the final oral presentation of thesis will be made public.

18. All students who are going to take the final oral presentation must be enrolled. In case the student is not enrolled in any course, he must enroll prior to the final oral presentation by paying the residency fee.

19. During the final oral presentation, the instructor will act as the representative of the department. The instructor must ensure that all procedures are followed in the conduct of the final oral presentation.

20. Not later than three days after the final oral presentation, the instructor will submit to the research office for approval of the result by accomplishing form.

21. At the end of the term, the course instructor shall encode the corresponding grades of the students.

A.4. Final Submission of Thesis

22. When the thesis has been revised, based on the recommendations of the committee, the student must seek final approval of all the members of his examination committee using form approval of Final Manuscript.

23. Prior to binding, the student must submit his work to the editor for final editing.

24. After it has been edited, the student will submit one hardbound copy of the final form to the research office and the department. One hardbound copy and one CD copy of the work will be given to the Library. It is only at this point that the course adviser can give the final grade to the student.

B. Assignment of Thesis Instructors

- All thesis courses will be assigned to faculty members who have considerable research experience.
- The faculty members assigned on these courses will act as the thesis instructors.
- The assigned thesis instructor will be compensated from the course load assignment.
- The instructor cannot be the thesis advisor nor sit as one of the panel members of his student.

Responsibility of the Thesis Instructor

The thesis instructor has the primary responsibility of guiding and monitoring research activities of the students. As such, the thesis instructor:

Q4 Transubcito GOV. ALFONSO D. TAN COLLEGE

1. Prepares OBTLP or course outline.
2. Ensures that students enrolled in the course are formed into groups. (2 students per group)
3. Submits the list of groups by sections as well as titles of research proposals to the department chairs.
4. Conducts lecture on research and sets schedule of submissions of the different parts of the manuscript.
5. Suggests, guides, and assists students in problem conceptualization and preparation of proposed research.
6. In collaboration with fellow faculty members who could become thesis advisors, evaluates and approves proposed research topics.
7. Conducts regular consultation with students.
8. Submits schedule of consultation to the department chair.
9. Based on the research topic approved, recommends Thesis advisors for each group. The thesis instructor provides the list of advisers.
10. Submits grades of students based on approved grading system.

Other Duties of Thesis Instructor

Before Oral Defense:

1. In collaboration with the adviser, helps and guides students in formulating items in questionnaires as well as in interview schedules. The Thesis instructor presents lessons on formulating questionnaire items.
2. Monitors the progress of research paper being undertaken by the students.
3. Suggests names for possible inclusion in the oral defense panel.
4. Coordinates the conduct of proposal and final defense.

During the Oral Defense:

1. Ensures that everything is in order: room reservation, strict enforcement of schedule, the presence of all three panelist,etc.
2. Can be called upon to clarify issues during the defense.

After the Oral Defense :

1. Sees to it that the students do the required revisions.
2. Ensures that the entire manuscript, and the ideas embodied in it, flow in logical, coherent, and straightforward fashion
3. Sees to it that all requirements are attended to by the students.
4. Ensures that final manuscript undergoes editing.

C.Thesis Advisor

1. Thesis advisor/s shall be chosen by the student from the roster of full time and part time faculty members of the Gov. Alfonso D. Tan College. The choice must be based primarily on the faculty member's research and specialization and availability.
2. The highest educational attainment of all advisors must be at least equal to the degree to be awarded to the student. The highest educational attainment of the panel members must be with master's degree.



GOV. ALFONSO D. TAN COLLEGE

3. Honoraria for thesis advisors will be given after the successful oral presentation of the proposal and after the student's submission of the final hardbound copy of the thesis.

4. The honoraria will be given to each advisor:
 - a. After the oral presentation of the proposal;
 - b. After the student's submission of the final hardbound copy
5. Administrators and non-teaching employees of the college who do advisorship who shall also be given the corresponding honorarium similar to the rate of the faculty. (Note: maximum of 5 research papers)

Responsibility of the Thesis Advisor:

1. Submits schedule of consultation to the thesis instructor and conduct regular meeting with the students based on the schedule submitted.
2. Assists and guides the students on matters pertaining to the conduct of research particularly in the formulation of questionnaires, in the analysis and evaluation of gathered data, and in collaboration with the statistician, in the interpretation of data.
3. Makes the necessary correction to whatever output that will be submitted by the students and to return these corrections not later than two weeks from the time of submission.
4. Discusses and resolves conflict with the thesis instructor on both substantive and methodological aspects of the paper. In no case should the advisor declare in the presence of the students that the thesis instructor has committed errors-both factual and interpretative. The same is also expected of the thesis instructor. Likewise, the advisor is expected to discuss with the students in the presence of the thesis instructor, any substantive disagreement on the advice given by the thesis instructor. The students, together with the thesis instructor and advisor should resolve disagreements with the aim of providing the best workable solution.
5. Provides not only quantity time but quality advice to students.
6. Be present during the final oral presentation of the group.

Other Duties of the Thesis advisor

Before Oral Defense:

1. Suggests, guides and assists students in problem conceptualization.
2. Conducts regular consultations.
3. Accepts outputs submitted by the students and make the necessary corrections.
4. Suggests to students relevant books, journals and other published studies.
5. Prepares the students for oral defense.

During the Oral Defense:

1. Makes himself/herself available throughout the proceedings.
2. Can be called up to clarify, if necessary, certain points being raised by the panel so as to help the students figure out the answers.

After the Oral Defense:

1. Sees to it that the students do the required revisions.
2. Continues to supervise the revision of the paper.

D. Panel Members

1. Thesis panel members shall be chosen by the instructor with the approval of the Department Chair from the roster of full time and part time faculty members of Gov. Alfonso D. Tan College. The choice must be based primarily on the faculty member's research specialization and availability.

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2. The minimum number of panel members to be chosen is three (3).
3. The highest educational attainment of the panel members must be with master's degree. In case of unavailability of faculty with master's degree, the panel member must be equal to the degree to be awarded to the student.
4. Honoraria for thesis panel members will be given after the successful oral presentation of the proposal and final.
5. Administrators and non-teaching employees of the college who sit as panel members shall be given the corresponding honorarium.

Duties and Responsibilities of the Panel Chair

During defense:

1. The chair presides over the defense and the deliberation on the candidate's performance.
2. After the proposal defense, the chair summarizes clearly the SPECIFIC recommendations, comments, and corrections of the panel, based on the notes prepared by the adviser.
3. This summary sheet will serve as the "contract" between the panel and the student should be signed by latter to signify his/her conforme. Any change in the contract must be approved by the adviser and the majority of the panel; otherwise, the student will have to redefend.
4. Two copies of the contract, one for the student and one for the department, must be prepared by the department through the thesis instructor.
5. The thesis instructor ensures that the approval sheets are available for signing by the panel members during the defense.
6. She/he ensure that the ritual of defense is followed.

After defense:

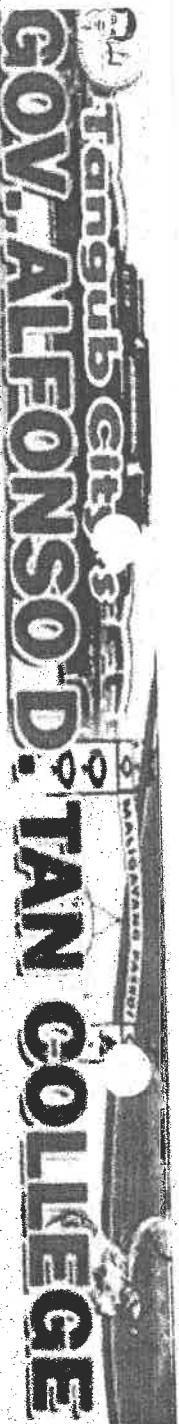
1. After the final defense, the thesis instructor notes the revisions and editing requirements of the paper.
2. The thesis instructor reminds the candidate of the prescribed period within which to finish the revision.
3. The chair of the panel, on behalf on the other panellists, writes to the research director nominating the candidate for the Outstanding Thesis Award.

Duties of Panellist and Research Office Representative

During the Oral Defense:

1. Scrutinize each and every aspect of the final report, but mainly on areas for which h/she has the competence and expertise. Panel members and research office representative must read the entire paper before sitting on a defense panel.
2. Suggest all possible improvements in the final report.
3. If a panel member or research office representative finds fundamental defects in the final paper, she/he may request the department chair, at least five (5) days before the schedule defense, to convene the defense panel chair who will then confer with the adviser.

Note: This can only be done if paper submission deadlines are observed. Paper submission deadlines are determined by the concerned department.



Tangub City State University GOV. ALFONSO D. TAN COLLEGE

After the Oral Defense:

1. Make sure that his/her comments and revisions are incorporated into the final paper.
2. After his/her signature only when the required improvements have been made part of the final report.

E. Qualifications of Editor

1. Preferably an MA degree in English or in language teaching or has excellent training/experience in editing
2. Has excellent knowledge in English grammar and rudiments of technical writing
3. Strong recommendation from the department head where editor teaches.
4. Attends to orientation to be provided by the Research Office.

Duties and Responsibilities

- a. Indicates spelling and grammatical errors
- b. Reviews lay-out and format of the written material based on prescribed standard
- c. Indicates correct labelling and referencing of tables and figures.
- d. Ensures correct page sequencing.

F. Qualifications of the Statistician

1. Preferably has an MA in Mathematics or Statistics or has excellent training in Math or Statistics.
2. Has a strong mathematical aptitude
3. Possesses a strong grasp of mathematical and statistical knowledge

Duties and Responsibilities

- a. Choose the appropriate statistical analysis for the study design and data.
- b. Provides written interpretation of statistical analysis
- c. Assists in writing statistical methods and results sections of the paper
- d. Involvement in questionnaire development and data collection from the beginning to ensure validity and usefulness of the data.
- e. Determine the type and size of the sample group.

G. Conduct, Decorum and Ritual of Oral Defense

a. Conduct of defense

Decorum: The oral defense is a formal academic activity. As such, proper decorum should be maintained during and after the proceedings.

b. Ritual of Thesis Defense

- The thesis instructor introduces the candidate who is dressed in business attire. (2 minutes)
- The candidate leads the opening prayer. (2 minutes)
- The chair of the defense panel introduces the panel members. (3 minutes)
- The candidate presents the highlights (for the final defense the extended abstract of the study. Approx. 20 minutes)
- After the candidates' presentation, the panel chair opens and moderates the panel discussion/oral defense.
- The panel chair formally ends the defense and the panel then evaluates, in private, the performance of the candidates' response to the panelists' questions. (approx 10 minutes)
- After the panel deliberation, the chair of the panel calls back the candidate to announce the result of the defense.

H. System of Grading

1. For programs with two or more thesis courses, the grade in the oral presentation of the proposal will be the basis for the grade for the first course in the series.
2. The final oral examination and the final version of the thesis will be the bases for the grade in the second course in the series.
3. Thesis courses will be graded as Pass (P)/ (F).
4. In the event that the thesis is not finished on the term it is enrolled, a grade of continuing (C) will be given. This will be replaced by the final grade (P or F) once the course is completed. The procedure followed for completion of grades will also be followed for this situation.
5. While the grade of "C" is not yet completed, the thesis course will always appear in the student's list of courses enrolled every term. While the student does not need to pay the tuition for this course in this particular situation, the thesis course units will be considered in the computation of total units enrolled by the student for that particular term.
6. The grade of 'C' will appear in the official records of the student every term until it is completed and given a final grade of "P" or "F".
7. The grade of "C" must be completed into a grade of "P" within one year for undergraduate program. After such period, the student must re-enroll the course.
8. Grades of "P" and "C" will not be included in the computation of the GPA. However, a grade of "F" will be included in the computation of the GPA and will have a corresponding equivalent of 5.00.

I. Residency

If the only course left for the completion of the program is thesis course, the student must pay residency fee every term until he completes the pending course. This requirement can only be waived if the student officially files for a

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leave of absence (LOA). The amount of residency fee to be paid is equal to the prevailing registration fee. The fee covers use of all libraries of the college.

J. Multiple Degrees

1. If the student is completing more than one undergraduate degree that requires thesis, he can satisfy the requirements by submitting one acceptable thesis or research.

K. Change of Advisor and Editor

In the event that a student may need to change adviser or editor, a student can request and justify the change of adviser or editor, by submitting the change of adviser or editor form with the letter of justification to the Dean. The Dean may act on the request himself or may constitute a committee as the case maybe.

Accomplishment Report on

Seminar-Workshop on Research Ethics and Methods

Institutions are expected to generate new insights. In the new knowledge economy, the traditional and essential function among institutions of higher learning is increasingly more emphasized because new knowledge providers are challenging college's role in creating, producing and translating knowledge from the institution to the community. It becomes imperative then for GADTC to transition itself as a research institution.

In this line, the institution is conducted a Seminar-Workshop on Research Ethics and Methods which was meant to gather research representatives to make a collaborative work on developing and establishing a research agenda for the institution, one that will not only be an avenue for the institution to grow in but one that will also serve the community in general.

The Research Office prepared the training design and subjected it for approval. Upon approval, memorandums for the participants were disseminated. The program for the seminar-workshop were then prepared and finalized. During the conduct documentation for attendance and the activity proper were done.

**Training and Action Design
with Budgetary Requirements**

I. TITLE
RESEARCH ETHICS AND METHODS

II. DATE
DECEMBER 14-16, 2016

III. VENUE
GADTC's AUDIO-VISUAL ROOM

IV. PROPONENT
RESEARCH OFFICE

V. BENEFICIARIES: RESEARCH REPRESENTATIVES OF GADTC

VI. SOURCE OF FUND: RESEARCH FUND

VII. RATIONALE:

Institutions are expected to generate new insights. In the new knowledge economy, the traditional and essential function among institutions of higher learning is increasingly more emphasized because new knowledge providers are challenging colleges' role in creating, producing, and translating knowledge from the institution to the community. It becomes imperative then for GADTC to transition itself as a research institution in the country. In this line, the Seminar-Workshop on "Research Ethics and Methods" is meant to orient research representatives on the proper handling, conduct, and supervision of researches. This activity will equip members of the institution's research team in order to address the different demands of today's trends in research.

VIII. OBJECTIVE

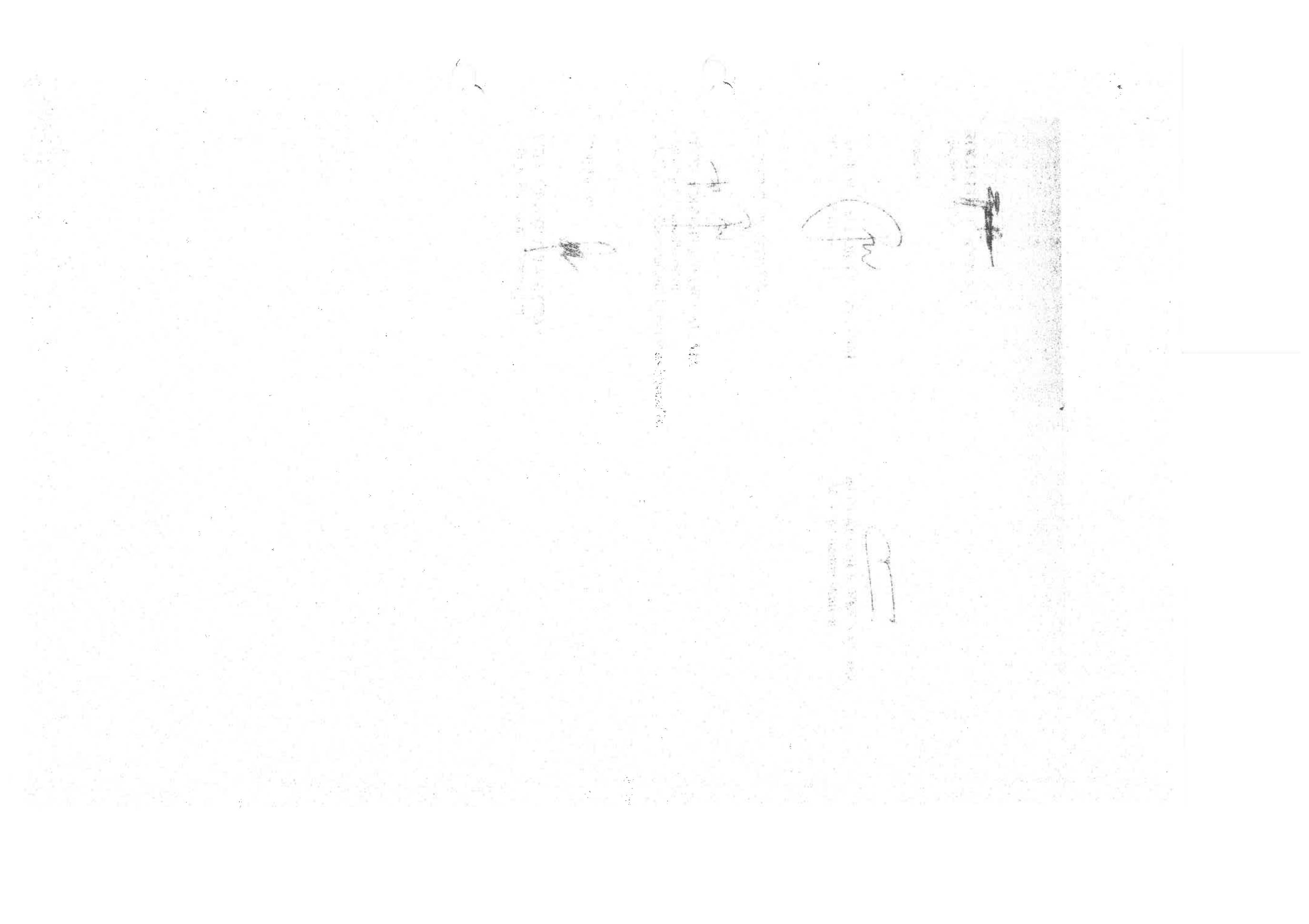
As members of GADTC community, it is our thrust to respond to the challenges and demands of the community through research, and to strengthen the culture of research among faculty and other key players in the college. Thus, the objectives of the Seminar-Workshop on "Research Ethics and Methods" are as follows:

1. Share expertise and competence to strengthen research activities in the college.
2. Orient on the latest trends in research and research conduct.
3. Conduct high impact researches to address the needs of the college and the community as a whole.
4. Set research directions of all levels across different disciplines.

| Day 1 | Day 2 | Day 3 |
|-------------------------|-----------------------------|--------------|
| Registration | Lecture on Research Methods | Workshop |
| Program Proper | and Qualitative Research | Lunch |
| Lecture on Research | | presentation |
| Ethics and Quantitative | Lecture (continuation) | Evaluation |
| Research | | |
| Lunch | | |
| Lecture (continuation) | | |

X. BUDGETARY REQUIREMENT

| Food | Quantity | Unit Price | Amount |
|--|----------|------------|---------------|
| Day 1 | | | |
| Snack (am) | 70 | Php 70.00 | Php 4,900.00 |
| Lunch | 70 | Php 150.00 | Php 10,500.00 |
| Snack (pm) | 70 | Php 70.00 | Php 4,900.00 |
| Day 2 | | | |
| Snack (am) | 70 | Php 70.00 | Php 4,900.00 |
| Lunch | 70 | Php 150.00 | Php 10,500.00 |
| Snack (pm) | 70 | Php 70.00 | Php 4,900.00 |
| Day 3 | | | |
| Snack (am) | 70 | Php 70.00 | Php 4,900.00 |
| Lunch | 70 | Php 150.00 | Php 10,500.00 |
| Snack (pm) | 70 | Php 70.00 | Php 4,900.00 |
| * Honoraria and Travel Expenses | | | |
| Token | 4 | Php 350.00 | Php 1,400.00 |
| Materials | 4 | Php 150.00 | Php 600.00 |
| Materials | Quantity | Unit Price | Amount |
| Certificate | 15 | Php 50.00 | Php 750.00 |
| Special Paper | | | |
| Ink (for Epson L110 Printer) | | | |
| Black | 1 bot | Php 100.00 | php 100.00 |
| Yellow | 1 bot | Php 100.00 | Php 100.00 |
| Magenta | 1 bot | Php 100.00 | Php 100.00 |
| Cyan | 1 bot | Php 100.00 | Php 100.00 |
| Tarpaulin | 1 | Php 600.00 | Php 600.00 |
| Lay | 4 | Php 50.00 | Php 200.00 |



GOV. ALFONSO D. TAN COLLEGE
Office of the Vice President for Planning, Research and Extension Office
Maloro, Tangub City

ACTIVITY DESIGN

- I. TITLE: REQUEST FOR THE USE OF COMPUTER LABORATORY 1,2 & 3
II. DATE: December 16 -17, 2017
III. VENUE: GADTC Computer Laboratory
IV. PROONENT: Research and Extension Office
V. RATIONALE:
This activity would address the immediate need of the research office to submit the result of Educational Profiling. With this, we would like to request the utilization of the computer laboratory 1, 2 & 3 on the above-mentioned date.

VI. Objectives:

1. To determine the educational needs of the 54 barangays as basis for possible bridging program.
2. To meet the possible research agenda of the Institution.

We look forward for the approval of this request.

Approved:

ELAINE Y. HIDIGAN, MSCRIM
Research Director

Noted:

MARICELLE M. NUeva, DM
VP for Planning, Research & Extension

ENG. ERWIN A. LACPAO
Dean, Institute of Computer Studies

Approved:

BELLAFLOR E. FERNANDEZ, CGM
VP for Administration and Fin

GOV. ALFONSO-D. TAN COLLEGE

OFFICE OF THE ACA FOR ACADEMICS
Maloro, Tangub City

MEMORANDUM

DATE : DECEMBER 12, 2016

TO : MS. ROGIELOU ANDAM
MS. MARY ANTOINETTE RICAFORT
MR. PALERMO JOHN CANILLO
MS. MECHELE ANGELIE MANCAO
MS. EDNA E. DELA SIERRA
MS. LILIBETH T. SAYSON
MS. MARY CRIS VILLEJO
MS. STEPHANIE JOYCE GUBA
MS. MARGARETH G. UGNIT
MR. VINCENT MONTEBON
MS. CLEOPHIL KAYE YONTING
MS. FRITZIE B. AZUELO
MS. ELVIRA S. MANGONTRA
MS. FLORA MAE A. BUGAS
MS. MICHELLE ALABASTRO
MR. CLINT JOY OULIE
MR. JAYMAR REQUINA
MS. SHINDIE MAE ESLIT
MR. GRICHEN Y. TUMAPON
MR. ELTHON JOHN B. EMBODO
MS. ZYRA CLAIRE CABASIS
MRS. ILYN R. DAGUMAN
MR. CARLOS L. POYOT
MR. CELSO VILLARIGUEZ
MS. LENY ANN ENAYO
MR. EFREN ALAGENIO
MS. FELVY'S CORPUZ
MS. MARY JANE CASTRO
MS. APRILE ROSE SUBIZA
MS. AL MARIE JOY MENIANO

MR. LUCIANO C. PONDOC
MR. CHRISTIAN LOUIE CUIZON
MR. JADE MARK ABAPO
MR. JAY AR AGUA
MS. JENNA MAE BECHAMADA
MR. RENANTE CABO
MS. FRITZIE ANN FLORIDA
ENGR. ERWIN LACPAC
MS. EUGELINE NONWIELLER
MR. CRISTOPHER SAAVEDRA
MS. JENIEFFER TIA
MR. MARK JAE VERZOSA
MR. ALKEIN VILLAJO
MR. JAY STEPHEN MONDONG
MR. ALEMAR MAYORDO
MRS. ROSALINA I. LOQUIAS
MR. NORIEL B. ERAP
MS. BABYLIN A. MINA
MS. KATE NOREEN B. ARSENAL
MS. RUFFA DECION
MS. ARDETH MICHAELENE I. LO
MS. JANTINE MAICA SAGON
MR. MARQUILLI MALINAO
MR. JUNFE PACILLOS
MS. ELAINE Y. BANDIGAN
MS. CHIONA BEBINA PETALIO
MR. MARK LESTER FLORES
MR. JOEL ANAS
MS. XYRIN MOÑEZA
MS. JUME ANNALQUIZAR

SUBJECT: ATTENDANCE TO THE RESEARCH SEMINAR - WORKSHOP

You are all directed to attend to a seminar-workshop for research starting tomorrow (Wednesday) until Friday, December 14, 15 & 16, 2016 from 8:00AM to 5:00PM at the Audio Visual Room. Please bring with you your laptop for SPSS.

For your information, guidance, and compliance.

LOVE H. LLORAN, MS.Crim
ACA for Academics

PC
P. EMELIO S. PASCUAL, MA
Consultant to the President and GADIC
Development and Operations Specialist

"GOV. ALFONSO D. TAN COLLEGE

ATTENDANCE

Research Seminar Workshop

December 14-16, 2016

DAY 1 (A)

| NAME | DEPARTMENT | SIGNATURE |
|--------------------------------|-------------|--------------------------------|
| CASTRO, MARY JANE G. | DUR | |
| Alabafio, Michelle R. | DAS / SHS | <i>Malibay</i> |
| Ricafest, Mary Antoinette B. | DAS / S HS | |
| Bugos, Flora Mat A. | DAS | |
| Alvarzar, June Ann F. | DOC | |
| Villanueva, Odile R. | DAS | |
| Marielito, Juvis Pilar R. | DAS | |
| Verzosa, Mark Sae | DAS | <i>Verzosa, Mark Sae</i> |
| EFREW L. H. HECES | DOS | |
| Mechele Angelie D. Manao | DAS | |
| Abapo, Jade Marie C. | DAS | |
| Cainillo, RJ | DAS | |
| Quite, Clint Joy M. | DAS | |
| Fewick, T. Vacan | DOC | |
| Carles C. Bautista | DJB | <i>Carles C. Bautista</i> |
| Fernando, Ethlyn T. B. | DAS | |
| RES Lemayam S. Bago | DAS | |
| PETALIO, Chivin | DOC | |
| PAMBALAN, DANIEL Y. | DOC | |
| SUERTA, FRANCIS ROSE P. | DAS (CADC) | <i>Suerta, Francis Rose P.</i> |
| Esteban, Michelle Rose P. | DOC | |
| John S. de la Serna | CNSC | |
| Cordon, Crys Dnn | CDP | |
| Munroan, Vincent S. | CDP | |
| ARSENAL, KATE NOREEN | CDP | |
| Pradas, Vicente U. | TED / 6mre | <i>Pradas, Vicente U.</i> |
| Maldonado, Margarita C. | EDO / GRC | |
| SACON, JAHNNE MAGA | GADTC / TED | <i>SACON, JAHNNE MAGA</i> |
| Morera, Lynn C. | GADTC / DOC | |
| Lengua, Janely M. | GADTC / DOC | |
| MILNER, MARY STEPHENS | GADTC / DAS | |
| Follman, Mr. H. | II | |
| Enrique S. Jimenez | GADTC / DAS | |
| CREAN, T. TIMMEN | GADTC / DAS | |
| Requima, Vay Mar G. | GADTC / DAS | |
| Villige, Mary Chris C. | GADTC / DAS | |
| Carbua | GADTC / DAS | |

GOV. ALFONSO D. TAN COLLEGE

ATTENDANCE

Research Seminar Workshop

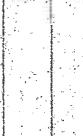
December 14-16, 2016

NAME

DEPARTMENT

SIGNATURE

Day 1 C

| | | |
|---------------------------|-----|---|
| Orbeta, Engr. B. | SAK |  |
| Ruffo, M. Regis | TED |  |
| Apple, Kurt | PAS |  |
| *A. Monweiler | DIS |  |
| DA Guman, LHN | ADB |  |
| Mayordo, Herminio | DCE | |
| Soriano, Christopher | DES | |
| Aguas, Jay Ar. | DCS | |
| Ugnat, Marjorie | DAS | |
| (Lopina, Odilia Matute | TEC | |
| *Hedda G. Puchol | TEC | |
| Montejo, M. | TEC | |
| Wences C. Pajar | BOB | |
| Padilla, Clodophil Kay G. | PAS | |
| 53. Ramil, L. Andam | PAS | |

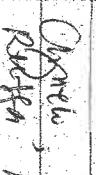
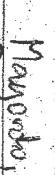
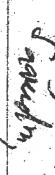
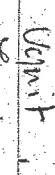
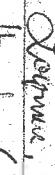
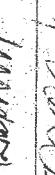
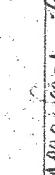
GOV. ALFONSO D. TAN COLLEGE

ATTENDANCE

Research Seminar Workshop

December 14-16, 2016

DAY 1

| NAME | DEPARTMENT | SIGNATURE |
|-------------------------|------------|---|
| Ornelas, Fabrice B. | SAC |  |
| Rodrigo, M. Dajon | TEAD |  |
| * Apie, Jean | PIC |  |
| * De Leon, Marivic | DCS |  |
| Mayordo, Alvar C. | DRB |  |
| * Sandoval, Christopher | DTE |  |
| Aquino, Jay A. | DCS |  |
| Ugnat, Mariquele | DAS |  |
| Lapuz, Odette Marquez | DEO |  |
| * Steel, G. Michelle | TEC |  |
| Prado, M. L. | TEC |  |
| Barrios, C. Rector | BOB |  |
| Malina, Clodette Kay G. | DAS |  |
| 53. Ramirez, L. Ardon | PIC |  |

GOV. ALFONSO D. TAN COLLEGE

ATTENDANCE

Research Seminar Workshop

December 14-16, 2016

DAY 1 (PM)

| NAME | DEPARTMENT | SIGNATURE |
|------------------------------|-------------|---|
| Alfonso O. Menano | DOC |  |
| Efrén Alacónio | DOC |  |
| Mary Jane Castro | DOC |  |
| Felina Lampur | DOC |  |
| Emilia Apile Polob | DOC |  |
| Hazel G. Plotter | TEP |  |
| Apple Jane C. Bios | TEP |  |
| Ruffa M. Dejon | TEP |  |
| Oronel Rose Anna B. | TEP |  |
| Villanueva, Luis R. | TEP |  |
| Edna S. Belin Stern | TEP |  |
| Macario Sumitro V. | TEP |  |
| Macario, Aurora C. | TEP |  |
| Manentra, Elvira C. | TEP |  |
| Timorpon, Gladstar Y. | TEP |  |
| Quint, Clint M. | CADIC - DAS |  |
| Arvelio, Fritz B. | QADT - DAS |  |
| Medelle, Moncayo | DAS |  |
| Ricafort, Mary Antoinette B. | DAS |  |
| Dagum, Lyn P. | DOC |  |
| Monong, My Steppen C. | DOC |  |
| Camilo, Palerna | DAS |  |
| Gimba, Stephanne Joyce | DAS |  |
| Talit, Shinde Mae P. | DAS |  |
| Bugas, Flora Mae | DAS |  |
| Uyting, Josephine Kart | PHS |  |
| Bengoy, Janely M. | DOC |  |
| Monica, Xyrrin C. | DOC |  |
| Florizar, June Ann F. | DOC |  |
| Petahlo, Chona Belina C. | DOC |  |
| Violent S. Montebello & | |  |
| Empedo, Ethna John | |  |
| Argote, Lucy G. | |  |
| Reverte, Ed | |  |
| Seakely, Christopher C. | |  |

ATTENDANCE

Research Seminar Workshop

December 14-16, 2016

| NAME | DEPARTMENT | SIGNATURE | DAY |
|----------------------|------------|--------------|-----|
| Verzosa, Mark Jhe | DCS | Mark Jhe | |
| Abapo, Jade Mark C. | DCS | Jade Mark C. | |
| Piquero, Jay Mark G. | DPS | Jay Mark G. | |
| Chavez, Terje | DPS | Terje | |
| Vigint, Marjorie | DPS | Marjorie | |
| 44. Elm, Lorraine | DAS | Lorraine | |
| 55. F. Adolam | DAS | F. Adolam | |