**SUMMARY MATRIX OF FILED CASES**

For the Period of 2020-2022

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **DATE FILED** | **NATURE OF CONCERN/CASES** | **CONCERNED PERSON** | | **ACTIONS UNDERTAKEN BY THE OFFICE** | **REMARKS** |
| **Complainant** | **Respondent** |
| October, 2020 | Dishonesty | Faculty | CHMT Student | The office thru its Student Discipline Coordinator conducted virtual meeting with the parties involved in the said issue. Upon counter checking both sides, the student apologized to the professor on what he has done. | Closed  **October 2020**  5 working days after filing |
| November, 2020 | Sexual Harassment | CCJE Student | Faculty | Received the notarized complaint and copy furnished the GAD Office for further action regarding the complaint. The Committee had undertaken series of investigation and document review for decision. Documents filed was handed by the GAD office for confidentiality. However, respective offices such as CSC was furnished. | Closed  **December 2020** (late as indicated on the GAD manual due to insufficient documents presented by the complainant during the filing of case in the office) |
| June, 2021 | Unprofessionalism of Admission Staff | Applicant for BSED Program | Admission Office | The concern was endorsed by the OSAS Director to OSAS Siniloan for further action regarding the concern of applicant for BSED program. It was already discussed with the concern person in order to respond on the queries of the said student. Fortunately, the CTE concern staff, the admission staff and the student applicant had already pacified the concern. | Closed June 2021  2 days upon receipt of the complaint sent by the complainant) |
| Year 2022 |  |  |  | No Reported Cases |  |

Prepared by:



**REGINE M. OLIVAS**



*Coordinator, Student Discipline Unit* Noted:

**JAYSON N. OLAYTA, MRD**

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