



**Southern Luzon State University**  
**College of Engineering**  
**Lucban, Quezon**

**Congratulations!**

**Renato R. Maaliw III**

**Awardee**  
Exemplary Behavior Award  
(Teaching Personnel Category)

**SLSU - PRAISE 2022**



Southern Luzon State University -  
College of Engineering  
March 18, 2022 ·

Congratulations Dr. Renato R. Maaliw III!

Exemplary Behavior Awardee (Teaching Personnel Category) during the SLSU PRAISE's Service Award 2022.

We are proud of you!

#PangMalakasCEN  
#OneSLSU  
#AspireAchieveServe See less

6 49

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## SOUTHERN LUZON STATE UNIVERSITY

Quezon Avenue, Brgy. Kulapí  
Lucban, Quezon  
Phone Number: (042) 540-6608  
Email Address: slsu.hrmo@gmail.com

# The Search for EXEMPLARY BEHAVIOR AWARD FOR TEACHING PERSONNEL PRAISE 2022

renatomaaliw3@gmail.com [Switch account](#)



Not shared

\* Indicates required question

Facilitated by: Program on Awards and Incentives for Service Excellence (PRAISE)  
Committee & HRMO

### CRITERIA FOR EXEMPLARY BEHAVIOR AWARD FOR NON TEACHING PERSONNEL

IMMEDIATE SUPERVISOR	(30%)
PEER	(30%)
CLIENTS/ STAKEHOLDERS	(40%)

TOTAL	(100%)
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NAME OF THE NON- TEACHING PERSONNEL TO BE NOMINATED (last name, first \* name, middle name)

Your answer

POSITION/ RANK OF THE NOMINEE \*

Your answer

CITE THE REASON WHY THE NOMINEE DESERVES THE AWARD. \*

Your answer

CITE INSTANCES OR EVENTS THAT THE NOMINEE DISPLAYS EXEMPLARY BEHAVIOR WITH THE NECESSARY DETAILS. \*

Your answer

INFORMATION ABOUT THE NOMINATOR \*YOUR COMPLETE NAME (last name, first name, middle initial)

Your answer

INFORMATION ABOUT THE NOMINATOR \*YOUR POSITION/ DESIGNATION \*

Your answer

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# Southern Luzon State University

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**Southern Luzon State University (SLSU; Filipino: Pamantasang Pampamahalaan ng Timog Luzon<sup>[5]</sup>)**, formerly known as Southern Luzon Polytechnic College (SLPC), is the premier, state-funded higher education institution in Quezon Province in the Philippines operating by virtue of Republic Act 9395.<sup>[6]</sup> It is composed of 11 campuses in the province of Quezon, with the main campus situated in the Municipality of Lucban.

SLSU is mandated to provide advanced education, professional, technological instruction in the fields of allied medicine, education, engineering, agriculture, fisheries, forestry, environment, arts and sciences, accountancy, cooperative, business and entrepreneurship, technology and other relevant fields of study in the Province of Quezon and in Region IV-A CALABARZON. It is also mandated to undertake research and extension services and provide progressive leadership in its areas of specialization.<sup>[7]</sup> By virtue of Republic Act 10931 or the Universal Access to Quality Tertiary Education Act signed by President Rodrigo Duterte, SLSU will no longer be collecting tuition fees from its local, first degree undergraduate students.<sup>[8]</sup>

## History [edit]

Southern Luzon State University (SLSU) started as Lucban Municipal Junior High School by virtue of Municipal Resolution No. 5 passed in April 1964. Through the initiative of its founding president, Dr. Angelo Peña, a letter signed by 257 petitioners seeking the establishment of a Municipal Junior High School was favorably received and recommended by the Municipal Council and then Mayor Hobart Dator. The permit to operate was bestowed by Assistant Secretary of Education, Hon. Miguel Gaffud in July 1964. Since then, the Municipal Council allocated funds for its operations. Due to its expanding student population, Municipal Resolution No. 18 series of 1966 effectively expropriated about 4.9 ha of land in Barrio Kulapi - a site which the Council initially allocated for the establishment of a public market - in favor of the Municipal High School.<sup>[9]</sup> This would then become the present site of the main campus of the university.

In May 1965, Municipal Resolution No. 86 was passed requesting the change of name to Lucban Municipal High School to accommodate students into the third and fourth year levels. The Director of Public Schools at the time approved the resolution in August 1965. On June 14, 1968, the Lucban Community College was created and was made part of Lucban Municipal Junior School as an adjunct institution for its School of Education, despite resistance from then Municipal and Provincial Councils for the school to operate as a college. The Municipal and Provincial Councils deemed it to be outside their authority to enact a law that would ensure the continued operation of the Community College.<sup>[10]</sup>

The Lucban School for Philippine Craftsmen formally started in July 1970. By virtue of Republic Act 4345 also known as the merger law, the Lucban Municipal High School and Lucban School of Philippine Craftsmen became the Lucban National High School in July 1972 (with the continuous operation of Lucban Community College).

On August 30, 1977, President Ferdinand Marcos approved the conversion of the Lucban National High School and Lucban Community College into Lucban National College (LNC). This was in line with his administration's approach to countryside development by bringing Colleges and Universities to the provinces and rural areas. At the time, the LNC was the only government-run and funded College in the Southern Tagalog region.<sup>[11]</sup>

In 1981, 20 Assemblymen of the Southern Tagalog Region sponsored the Parliamentary Bill No. 173 for the conversion of Lucban National College into Southern Luzon Polytechnic College (SLPC). The bill was approved in December 1981 and was signed into law known as Batas Pambansa No. 145 by President Marcos.

Since then, SLPC grew to establish seven satellite campuses located in various parts of the province of Quezon. The first satellite campus was inaugurated in Alabat in July 1991. In 1991, SLPC-Polillo was created by virtue of Board Resolution No. 19, Series of 1992. In the following year, two additional campuses were established: SLPC-Sampaloc in Brgy. Caldong, Sampaloc, Quezon (BOT Res. No. 33, series of 1993) and SLPC-Infanta. In 1996, another campus, the SLPC-Lucena Dual Training and Livelihood Center, was established under Board Resolution No. 130, series of 1996. Judge Guillermo Eleazar Polytechnic College was integrated in February 2002 under Board Resolution No. 352, series of 2002.

## Judge Guillermo Eleazar Polytechnic College [edit]

**Judge Guillermo Eleazar Polytechnic College** was the former name of the college's satellite campus in Tagkawayan, Quezon. The satellite started as the Tagkawayan School of Fisheries under the Commission on Fisheries by virtue of Republic Act No. 4290 passed by the legislature on June 19, 1965.<sup>[12]</sup> After 12 years, the school name was changed to Judge Guillermo Eleazar Memorial School of Fisheries by Presidential Decree No. 1273 issued by then president Ferdinand E. Marcos on December 27, 1977.<sup>[13]</sup> Eventually, with the passage of Republic Act No. 8728, the school was converted into a state college known as Judge Guillermo Eleazar Polytechnic College.<sup>[14]</sup> On March 17, 2007, through Republic Act No. 9395, it became part of the Southern Luzon State University.<sup>[15]</sup>

## Awards and Recognitions [edit]

SLSU is the Commission on Higher Education (CHED) Center of Development in Teacher Education<sup>[16]</sup> and Forestry.<sup>[17][18]</sup> It is also an accredited "Dark Green School", which means that SLSU's instruction, research, and extension activities are geared towards environmental awareness and protection.

In 2018, the university is assessed as a Level III State University by the CHED, a level higher than in the 2007 evaluation.<sup>[19]</sup> Based on the CHED-Department of Budget and Management Joint Circular, a Level III SUC is "very good in undertaking the functions of a state university/college".<sup>[20]</sup> That is, instruction, research, and extension. In 2018, the AACUP recognized SLSU as a top ranking SUC in the Philippines in terms of number of degree programs accredited.<sup>[21]</sup>

Southern Luzon State University	
Pamatansang Pampamahalaan ng Timog Luzon	
Other names	SLSU
Former name	Southern Luzon Polytechnic College (1982-2007) Lucban National College (1972-1982) Lucban Community College (1968-1972) Lucban Municipal Junior High School (1965-1968) Lucban Municipal High School (1964-1965)
Motto	Aspire, Achieve, Serve
Type	State University
Established	August 4, 1964
Budget	Php 501,414,000 (2022) <sup>[1]</sup> Php 401,263,000 (2021) <sup>[2]</sup> Php 287,633,000 (2020) <sup>[3]</sup> Php 471,844,000 (2019) <sup>[4]</sup>
Chairperson	Marita R. Canapi, PhD
President	Doracie B. Zoleta-Nantes, Ph.D.
Vice-president	Gondelina Radovan, PhD (Academics) Frederick T. Villa, DIT (Admin. & Finance) Marissa Cadao-Espural, PhD (REPD)
Location	Brgy. Kulapi, Lucban, Quezon (Main Campus), Philippines
Campus	11 campuses (Lucban, Lucena, Tayabas, Taal, Tagkawayan, Polillo, Infanta, Alabat, Catanauan, Gumaca, Calauag)
Language	English, Filipino
Colors	 Green and White
Nickname	Green Rangers
Sporting affiliations	SCUAA, PASUC
Website	<a href="http://www.slsu.edu.ph">www.slsu.edu.ph</a>

**SOUTHERN LUZON  
STATE UNIVERSITY CODE**

**2009**

**CONTENTS:**

- A. ADMINISTRATIVE MANUAL**
- B. FACULTY MANUAL**
- C. STUDENT MANUAL**



## **UNIVERSITY CODE**

**APPROVED : REFERENDUM NO. 009, S. 2009**

**CONFIRMED: RESOLUTION No. 754, s. 2010**

**100<sup>th</sup> REGULAR BOARD OF REGENTS MEETING**

**HELD MARCH 17, 2010 AT SOUTHERN LUZON STATE  
UNIVERSITY LUCBAN, QUEZON**

- a. The SLSU-PRAISE shall be designed to encourage creativity, innovativeness, efficiency, integrity and productivity in the public service by recognizing and rewarding officials and employees, individually or in group for their suggestions, inventions, superior accomplishments and other personal efforts which contribute to the efficiency, economy or other improvements in the operations of Southern Luzon State University or for other extra-ordinary acts or services to promote public interest.
- b. The SLSU-PRAISE shall adhere to the principle of providing incentives and awards based on performance, innovative ideas and exemplary behavior.
- c. It shall give emphasis on the timeliness of giving award or recognition during the awarding ceremonies every Charter Day. The spirit of on-the-spot grant of recognition shall be institutionalized. The system shall encourage the grant of non-monetary awards. Monetary awards shall be granted only when the suggestions, inventions, superior accomplishments and other personnel efforts result in monetary savings. The award shall not exceed 20% of the savings generated.
- d. It shall provide both monetary and non-monetary awards and incentives to recognize, acknowledge and reward productive, creative, innovative and ethical behavior of employees through formal and informal mode.
- e. The PRAISE shall be institutionalized through the creation of a PRAISE Committee in the University.
- f. The PRAISE Committee shall preferably have the following composition:
  - i. University President or the authorized representative who will act as Chairperson;
  - ii. Vice President for Administrative and Financial Affairs as Co-Chair;
  - iii. Director for Planning;
  - iv. Head of the Human Resource Management Office;
  - v. One representative from the Faculty Association; and
  - vi. One representative from the Employee Association who shall serve for a period of two (2) years.
- g. The University President or his/her authorized representative shall be responsible in overseeing the operation and the Human Resource Management Office shall serve as the Secretariat.
- h. The PRAISE Committee shall ensure that productivity, innovative ideas, suggestions and exemplary behavior can be identified, considered, managed and implemented on a continuing basis to cover faculty members and employees at all levels.
  - i. The PRAISE Committee shall establish its own internal procedures and strategies. Membership in the Committee shall be considered part of the members' regular duties and functions.

- j. The SLSU shall submit their Program on Awards and Incentives for Service Excellence (PRAISE) and its subsequent amendments to the Civil Service Commission Field Office concerned which shall likewise provide technical assistance, if deemed necessary to ensure proper implementation.
- k. Issues relative to awards and incentives shall be brought before the PRAISE Committee which shall address the same within fifteen (15) days from the date of submission.
- l. The PRAISE Committee shall be responsible for the development, administration, monitoring and evaluation of the awards and incentives system of the University. The University may, however, employ an external or independent body to assist the PRAISE Committee to judiciously and objectively implement the system of incentives and awards.
- m. The approved PRAISE shall be the basis of the grant of the Productivity Incentive Bonus (PIB) and other awards and incentives. The annual PRAISE Report shall be submitted by the University to the CSC Regional Office on or before the 30<sup>th</sup> day of January to enable the employees to qualify for nomination to the CSC sponsored national awards.

**Art. 198. Objectives.** The PRAISE has the following objectives.

- a. General Objective. To encourage, recognize and reward faculty members and employees, individually and in groups, for their suggestions, innovative ideas, inventions, discoveries, superior accomplishments, heroic deeds, exemplary behavior extraordinary services in the public interest and other personal efforts which contribute to the efficiency and improvement in government operations which lead to organizational productivity.
- b. Specific Objectives. The following are the specific objectives of the PRAISE:
  - i. To establish a mechanism for identifying, selecting, rewarding and providing incentives to deserving employees at the start of each year.
  - ii. To identify outstanding accomplishments, best practices of employees on a continuing basis.
  - iii. To recognize and reward accomplishments and innovations periodically or as the need arises.
  - iv. To provide incentives and interventions to motivate employees who have contributed ideas, suggestions, inventions, discoveries, superior accomplishments and other personal efforts.

**Art. 199. Scope.** The system shall apply to all employees in the career and non-career service of Southern Luzon State University.

**Art. 200. Definition of Terms**

- a. Awards – recognition which may be monetary or non-monetary conferred on individual or group of individuals for ideas, suggestions, inventions, discoveries, superior accomplishments, exemplary behavior, heroic deeds, extraordinary acts or services in the public interest which contribute to the efficiency, economy, and improvement in government operations which lead to organizational productivity.
- b. Career – positions in the civil service characterized by (1) entrance based on merit and fitness to be determined as far as practicable by competitive examination, or based on highly technical qualifications; (2) opportunity for advancement to higher career positions; and (3) security of tenure.
- c. Contribution – any input which can be in the form of an idea or performance.
- d. Discovery – is the uncovering of something previously existing but found or learned for the first time which will improve public service delivery.
- e. Idea Type Contribution –refers to an idea, a suggestion or an invention or discovery for improvement to effect economy in operation, to increase production and to improve working conditions.
- f. Incentive – monetary or non-monetary motivation or privilege given to an official or employee for contributions, suggestions, inventions, ideas, satisfactory accomplishment or demonstration of exemplary behavior based on agreed performance standards and norms of behavior.
- g. Invention – the creation of something previously non-existent which will benefit the government.
- h. Non-Career – positions expressly declared by law to be in the non-career service or those whose entrance in the service is characterized by (1) entrance on bases other than those of the usual tests or merit and fitness utilized for the career service and (2) tenure which is limited to the duration of a particular project for which purpose employment was made.
- i. Performance Type Contribution – refers to performance of an extraordinary act or service in the public interest in connection with, or related to one's official employment; or outstanding community service or heroic acts in the public interest; or sustained work performance for a minimum period of one year which is over and above the normal position requirement of the individual or group.
- j. Suggestion – idea or proposal which improves work performance, systems and procedures and economy in operations that will benefit the government.
- k. System – the SLSU awards and incentives program for employees and faculty members.

#### **Art. 201. Types of awards.**

- a. National Awards. The University shall participate in the search for deserving faculty members and employees who may be nominated as candidates for awards given by other government agencies, non-government agencies, and other award-giving bodies such as the:

- i. Presidential or Lingkod-Bayan Award
- ii. Outstanding Public Official/Employee or Dangal ng Bayan Award
- iii. Civil Service Commission or the PAGASA Award
- iv. Other Awards given by other bodies.

b. SLSU Level Awards. SLSU shall develop and initiate the search for deserving faculty members and employees who may be included in the screening of candidates for awards to be given such as:

- i. Best Faculty Member/Employee Award – granted to an individual or individuals who excelled among peers in a functional group, position or profession. A cash award of not less than the amount provided under relevant existing laws shall be given to outstanding employees plus a certificate of recognition or other forms of incentives as the Committee may decide, e.g., Best Division Chief, Best Driver, Best Utility Worker, Best Teacher in the field of Science and Technology, Social Science, Language and Literature and other similar awards.
- ii. Gantimpala Agad Award – given outright to faculty members and employees commended by clients for their courtesy, promptness, efficiency and dedication to duty.
- iii. Exemplary Behavior Award – based on the eight norms of conduct as provided under RA 6713 (Code of Conduct and Ethical Standards). The awardees will be automatically nominated by the SLSU-PRAISE Committee to the Dangal ng Bayan Award.
- iv. Best Organizational Unit Award – granted to the top organizational unit which may be a section, division or office on the basis of meeting the organization's performance targets and other pre-determined criteria.
- v. Cost Economy Measure Award – granted to an employee or team whose contributions such as ideas, suggestions, inventions, discoveries or performance of functions result in savings in terms of man hours and cost or otherwise benefit the agency and government as a whole. The monetary award shall not exceed 20% of the monetary savings generated from the contribution.
- vi. Service Award – conferred on retirees whether under optional or compulsory retirement schemes held during a fitting ceremony on or before the date of their retirement.
- vii. University Presidential Awards
  - a) Top Performer Courses in Board Examination
  - b) Most Punctual Unit in Submitting Report
- viii. Such other awards which the SLSU may decide to give.