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Office of the President

21 June 2023

ADMINISTRATIVE ORDER

No. 486 s. 2023

TO: **ATTY. NORLY P. REYES**
Vice President for Administration and Finance

DR. MA. JULIETA B. BORRES
Vice President for Academic Affairs

PROF. SONNIE A. RAMOS
Vice President for Planning and Development

PROF. ALWIN JOSEPH M. MACERES
Director, Planning and Development Office

ATTY. NORLY P. REYES
Concurrent Chief Administrative Officer for Administrative Services Division

ATTY. LOYD P. CASASIS
Chief Administrative Officer for Finance Division

DR. JENNIFER T. BARRAMEDA
Head, Human Resource Management and Development Office

MS. SIERNA L. CEDRO
Administrative Officer IV, HRMDO Alternate

ENGR. FERNAN D. DEMATERA
BUUFAI President

DR. FRANCIA D. OCTEZA
BUUFAI VP for Internal Affairs (Alternate Representative 1)

PROF. RICHARD B. COLASITO
BUUFAI VP for External Affairs (Alternate Representative 2)

MS. MARY JANE A. VICUÑA
BUANTS President (1st Level Representative)

MS. FEBBIE N. DOMINGUIANO
BUANTS Officer (1st Level Representative, Alternate)

MS. KAREN B. SAMPAGA
BUANTS Officer (2nd Level Representative)

MS. LAILA A. BELARDO
BUANTS Officer (2nd Level Representative, Alternate)

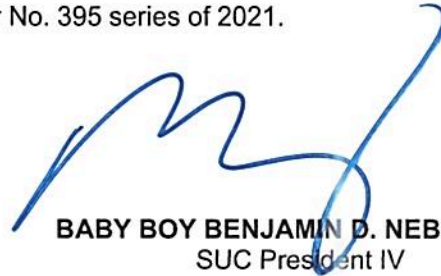
**SUBJECT: COMPOSITION OF THE UNIVERSITY PROGRAM ON AWARDS AND
INCENTIVES FOR SERVICE EXCELLENCE (PRAISE) COMMITTEE**

With Atty. Norly P. Reyes as Chairperson and Dr. Ma. Julieta B. Bores as Vice Chairperson and the rest as members, you are hereby constituted as the University "PRAISE" Committee pursuant to the revised Bicol University Program on Awards and Incentives for Service Excellence (BU PRAISE) Guidelines approved by the Civil Service Commission (CSC) on October 3, 2011.

As PRAISE Committee, you shall be responsible for the development, administration, monitoring and evaluation of the awards system of the Bicol University. As such, you shall meet periodically to perform the tasks enumerated in Section 10.0 of the abovementioned policy. And shall perform your functions as PRAISE Committee adhering to the Equal Opportunity Principle which provides that *“All official and employees regardless of age, sex, sexual orientation, gender identity or expression, marital status, pregnancy, physical features, impairment or disability, work related injury, religious belief or activity ethnicity, political belief, affiliation or activity, shall be given equal opportunity to be given rewards and recognition based on the performance, innovative ideas, inventions, superior accomplishments, exemplary behavior and other personnel efforts which contribute to the efficiency, economy or other improvement in the operations of the University.”*

This Order supersedes Administrative Order No. 395 series of 2021.

Please be guided accordingly.



BABY BOY BENJAMIN D. NEBRES III
SUC President IV

cc: All Vice Presidents
Deans, Directors, Heads/Chief of Offices
BUANTS
BUUFAI
File