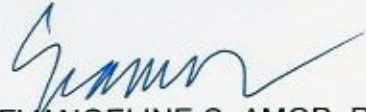


DIRECT LINE: (632) 928-2889  
VoIP TRUNKLINE 981-8500 LOCAL: 2583  
FAX: (632) 928-2889  
E-MAIL: ovcaa@ovcaa.upd.edu.ph

OFFICE OF THE VICE-CHANCELLOR  
FOR ACADEMIC AFFAIRS

MEMORANDUM NO. OVCAA-BMP 14-024

TO : ALL DEANS, DIRECTORS AND HEADS OF UNITS

FROM :   
EVANGELINE C. AMOR, Ph.D.  
Officer-In-Charge

SUBJECT : First Semester AY 2014-2015 and CY 2014 Data Collection: Faculty  
Profile On-line Data Collection

DATE : 3 December 2014

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Pursuant to the OVPPF Memorandum No. JGF 2014 059-a dated 27 November 2014,  
please encode/update your unit's Faculty Profile at <http://fmo.up.edu.ph/fpweb>.

Deadline for completion of data encoding is on or before 15 January 2015.

Please be reminded that the information you will provide in this data collection will serve  
as a reference for performance based bonus (PBB), budget evaluation and planning.

Thank you very much for your cooperation.



**OFFICE OF THE CHANCELLOR  
UNIVERSITY OF THE PHILIPPINES DILIMAN  
Quezon Hall, Diliman Campus, Quezon City**

**REFERENCE SLIP**

FORWARDED TO:	FOR:
<input type="checkbox"/> Regent _____ <input type="checkbox"/> President _____ <input type="checkbox"/> Vice President _____ <input type="checkbox"/> Univ. Secretary _____ <input type="checkbox"/> Chancellor _____ <input checked="" type="checkbox"/> Vice Chancellor <u>VC PACHECO / BVCAA</u> <input type="checkbox"/> UPS General Counsel _____ <input type="checkbox"/> U.P.D. Chief Legal Officer _____ <input type="checkbox"/> U.P.D. Budget Director _____ <input checked="" type="checkbox"/> U.P.D. Registrar <u>DR. AMDR</u> <input type="checkbox"/> HRDO Director _____ <input type="checkbox"/> Dean _____ <input type="checkbox"/> Director _____ <input type="checkbox"/> Univ. Librarian _____ <input type="checkbox"/> Chair _____ <input type="checkbox"/> U.P.D. Police Chief _____  <input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> Your information <input type="checkbox"/> Your indorsement/recommendation <input type="checkbox"/> Your comment/reaction/response <input checked="" type="checkbox"/> Appropriate action <input checked="" type="checkbox"/> Compliance/implementation <input type="checkbox"/> Dissemination to all concerned <input type="checkbox"/> Notation and return/file <input type="checkbox"/> Investigation and report <input type="checkbox"/> Notification of party concerned <input type="checkbox"/> Study and report to <input type="checkbox"/> Follow up of previous communication <input type="checkbox"/> Direct reply to party with copy furnished us <input type="checkbox"/> Drafting of response <input type="checkbox"/> The following:  _____ _____ _____ _____ _____ _____ _____ _____ _____ _____
From: <span style="float: right; color: red; font-weight: bold;">MICHAEL L. TAN, PhD Chancellor</span> Date: <span style="float: right; color: red; font-weight: bold;">02 DEC 2014</span>	
REPLY/REMARKS:	



Received: **OVCAA**  
BY: *Loiza*  
DATE: *12/3/14*  
NO: *14-106*

27 November 2014

MEMORANDUM NO. JGF 2014 059-a

For: The Chancellors  
UP Diliman  
UP Los Baños  
UP Manila  
UP Visayas  
UP Open University  
UP Mindanao  
UP Baguio

The Dean, UP Cebu  
The Director, PGH

ATTENTION:

The Vice-Chancellors for Academic Affairs or equivalent  
The Vice-Chancellors for Research and Extension or equivalent  
The Vice-Chancellors for Administration  
The Registrars  
Heads, HRDO  
Heads, Scholarship Office

From: JOSELITO G. FLORENDO *Joselito Gaudij Florendo*  
Vice-President for Planning and Finance

Subject: First Semester AY 2014-2015 and CY 2014 Data Collection

In line with the annual data collection on above subject, we would like to request your respective units to:

- Download the following materials/forms thru web address <http://fmo.up.edu.ph>:
  - A. For the Office of the VC for Academic Affairs or equivalent:
    - Instructions for Faculty Profile On-line Data Collection

*B. For the Office of the VC for Research and Extension or Academic Affairs or equivalent:*

- Instructions for Research Projects and Extension Services On-line Data Collection
- Instructions for Publications, Paper, Inventions On line Data Collection

*B. For the Office of the University Registrar or equivalent:*

- Form No. 01A: Revised Academic Programs Profile
- Form No. 01B: List of Graduates
- Form No. 02: Enrollment by Region
- Form No. 07: Schedule of Fees and Charges
- Form No. 10: Subjects/Courses Offered

*C. For the HRD Office or equivalent:*

- Form No. 24: Revised Personnel Profile (Parts 1 to 4)

*D. For the Scholarship Office or equivalent:*

- Form No. 08: Scholarships/Fellowships
- Form No. 09B and 9C: SFIAP (Alpha Scheme) and S15

The website is operational during official working days from 8:00AM to 9:00PM.

- Kindly accomplish the above mentioned spreadsheet forms and/or the encoding in the on-line data collection.
- For spreadsheet forms, send the "MS Excel" file and the "Adobe PDF" or image file of the signed form to [sysbudget@up.edu.ph](mailto:sysbudget@up.edu.ph).

The deadline for the submission of all forms and/or completion of data encoding is **on or before 15 January 2015.**

Please be reminded that the information you will provide in this data collection will serve as a reference for performance-based bonus (PBB), budget evaluation and planning.

If you have further questions, email Planning Services Division or call at (02) 981-8500 local 3025.

Thank you.

cc: Ana Maria P. Canlas-Alarilla, UPS Budget Office