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MEMORANDUM NO. OVCAA MTP 21 - 029

To **Deans, Directors, and Heads of Academic Units**

From 
MA. THERESA T. PAYONGAYONG, PhD
Vice Chancellor for Academic Affairs

Subject **Guidelines on Affirming Transgender and Gender Non-Conforming (TGNC) Students' Names, Pronouns, and Titles**

Date 15 March 2021

Please be guided by the attached Center for Women's and Gender Studies' *Guidelines on Affirming Transgender and Gender Non-Conforming (TGNC) Students' Names, Pronouns, and Titles* in compliance with Section 1 of the UP Anti-Sexual Harassment Code which states that "the University values and upholds the dignity of every individual, and guarantees the full respect for human rights of all members of the UP community" and "the University shall maintain an enabling, gender-fair, safe and healthy learning and working environment for the members of the UP community."

The TGNC guidelines are also in keeping with Chancellor Fidel Nemenzo's vision of an inclusive, diverse and public service-oriented UP, and are in line with the UP Diliman vision of a modern, globally-engaged, inclusive, and nurturing educational and research institution that advances sustainable, ethical, innovation-driven, and people-centered national development in the best traditions of honor, excellence and public service.

Further recommendations to have a transgender-affirmative academic information system (e.g., Computerized Registration System or CRS) that will recognize usernames and email addresses of both faculty and students based on their lived names, and to enact a system-wide university anti-discrimination code are currently in the pipeline and will be the subject of a separate memorandum.

Thank you very much for your usual cooperation.

cc: OC
OVCA
OVCCA
OVCPD
OVCRD
OVCSA
UCWGS