




UNIVERSITY OF THE PHILIPPINES CEBU

OFFICE OF THE DEAN

22 August 2014

MEMORANDUM NO.: DLDC-2014 -132

TO : All Faculty and Non-Teaching Personnel

FROM : **ATTY. LIZA D. CORRO** 
Dean, UP Cebu

Subject : Dean's Awards for Outstanding Performance and Achievement

In recognition of the outstanding work performance of its personnel, UP Cebu now opens the Search for Dean's Awards for Outstanding Performance and Achievement.

1. CATEGORIES

- I. Dean's Award for Outstanding Performance
 - A. Faculty (Full-time : Permanent or Temporary)
 1. Instructor
 2. Assistant Professor
 3. Associate Professor and Professor
 - B. Non-Teaching Personnel
 1. Salary Grade 3 - 6
 2. Salary Grade 7 - 10
 3. Salary Grade 11 and above
 4. REPS
- II. Dean's Award for Outstanding Achievement in:
 - A. Research
 - B. Creative work
 - C. Extension and Community Service

2. NOMINATION

1. All nominations must be endorsed by the Cluster *ad hoc* Committee to be; only one nominee per category will be accepted.
2. The *ad hoc* Committee is disqualified for the nomination
3. The *ad hoc* Committee must submit the Nomination Form (Attachment 1) and a summary list of achievements, together with the supporting documents to be arranged according to the order that these documents are listed. No points will be given in the absence of supporting documents.
4. **Deadline: 5:00 p.m., Wednesday, 10 September 2014.**
c/o Overall Committee for the Celebration of the 4th Anniversary of UP Cebu as an Autonomous College
4. The UP Cebu Committee for the 2014 Dean's Awards reserves the rights to validate the information submitted.
5. Recipients of these awards will receive a Certificate of Achievement and a corresponding cash during the celebration of the 4th Anniversary of UP Cebu as an autonomous College on 24 September 2014.

Specific guidelines and nomination form will be sent by email to all offices and clusters and will be posted in the website. All academic/administrative heads are enjoined to nominate to ensure due recognition for meritorious performance of outstanding faculty and staff.