



OFFICE OF THE VICE CHANCELLOR FOR ADMINISTRATION
UNIVERSITY OF THE PHILIPPINES LOS BAÑOS

3/F Bienvenido M. Gonzalez Hall, UP Los Baños, College, Laguna 4031 Philippines
+63 49 536 2331 | +63 49 536 3468 | ovca.uplb@up.edu.ph | www.uplb.edu.ph

16 April 2021

MEMORANDUM NO. 19

Series of 2021

TO : All Vice-Chancellors, Deans, Directors, Department Chairs and Unit Heads

SUBJECT : Composition of Unit/College Human Resource Merit Promotion and Selection Board (HRMPSB) for Administrative Staff

In compliance with Memorandum No. NGY 18-133 dated 24 July 2018 regarding the composition of the Unit/College Human Resource Merit Promotion and Selection Board (HRMPSB) for Administrative Staff, the following personnel whose position titles are not Administrative Officers are designated to perform roles of the Administrative Officer to be directly responsible for the recruitment, selection and placement in their respective unit effective 01 April 2021 until 31 December 2021.

| <u>NAME</u> | <u>OFFICE/UNIT/COLLEGE</u> |
|-------------------------|---|
| 1. Benilda D. Buencillo | Land Grant Management Office Office of the Vice Chancellor for Planning and Development |
| 2. Beata Axea D. Iranzo | National Institute of Molecular Biology and Biotechnology, Office of the Vice Chancellor for Research and Extension |
| 3. Jimby E. Casquete | Institute of Mathematical Sciences and Physics College of Arts and Sciences |
| 4. Ralden F. Lozada | Institute of Biological Sciences College of Arts and Sciences |
| 5. Anita D. Palmes | UPLB Information Technology Center Office of the Vice Chancellor for Planning and Development |

For compliance


ROLANDO T. BELLO
Vice Chancellor