



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

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16 June 2023

MEMORANDUM NO. 20
Series of 2023

TO: **Office of the Vice Chancellor for Administration**

SUBJECT: **Composition of Program on Awards and Incentives for Service Excellence (PRAISE)**

Pursuant to CSC Memorandum Circular No. 1 s. 2001 re: Program on Awards and Incentives for Service Excellence (PRAISE), the following are designated as members of the PRAISE Committee, Office of the Vice Chancellor for Administration effective 01 May 2023 to 31 December 2023.

Office	Office of the Vice Chancellor for Administration
Chair	Assoc. Prof. Jeniffer Marie S. Amparo
PMT 1	Allan B. Anoyo
PMT 2	Abbie Lynn S. Manongsong
HRMPSB 1	Francisco Q. Manuel, Jr.
HRMPSB 2	Allyson B. Calapine
1st Level Union Representative	Alexis M. Mejia
2nd Level Union Representative	Leni N. Garcia

The function of the unit's PRAISE Committee are to:

1. Conduct initial screening of qualified personnel for rewards and recognition;
2. Study and provide recommendations on the availment of invitations, and offers for participation in training or study programs, both local and foreign; and
3. Evaluate and endorse employee applications or requests for financial assistance for fellowships, as well as other human resource development activities (e.g. attendance in seminars, workshops, conferences, completion of short-term courses).

We trust that you shall discharge your duties with fairness and objectivity, fully cognizant of existing policies and pertinent rules of the Civil Service.

For compliance.


ROLANDO T. BELLO
Vice Chancellor