



Republic of the Philippines  
**WESTERN MINDANAO STATE UNIVERSITY**  
**Office of the University and Board Secretary**  
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**EXCERPTS FROM THE MINUTES OF THE 206<sup>th</sup> REGULAR BOARD MEETING (4<sup>th</sup> QUARTER REGULAR BOARD MEETING, C.Y. 2024) OF THE WESTERN MINDANAO STATE UNIVERSITY BOARD OF REGENTS HELD AT THE COLLEGE OF HOME ECONOMICS FUNCTION ROOM, WESTERN MINDANAO STATE UNIVERSITY, NORMAL ROAD, BALIWASAN, ZAMBOANGA CITY, ON DECEMBER 16, 2024, 2:00 P.M.**

**RESOLUTION NO. 146**

**Series of 2024**

**A RESOLUTION APPROVING THE DESIGNATION OF PERSONNEL TO VARIOUS OFFICES OF WESTERN MINDANAO STATE UNIVERSITY**

**WHEREAS**, the Western Mindanao State University (WMSU) recognizes the importance of effective and efficient personnel assignments in fulfilling its mission and objectives;

**WHEREAS**, a thorough evaluation has been conducted regarding the qualifications and competencies of personnel for various offices within the university;

**WHEREAS**, it is deemed necessary and beneficial to designate personnel to specific offices to enhance organizational performance and ensure the proper functioning of university operations;

**WHEREAS**, the Board of Regents deliberated the “*Designation of Personnel to Various Offices of the University*” as discussed in “*Annex T*” of the Agenda Folder with Attachments as part and parcel of this resolution;

**NOW, THEREFORE**, upon motion of Regent Adrian P. Semorlan and duly seconded by Regent Ronald F. Aba-a, **BE IT RESOLVED, AS IT IS HEREBY RESOLVED**, that the Board of Regents of Western Mindanao State University approves the designation of the following personnel to their respective offices:

	DESIGNATION	RELEASE TIME	SPECIAL ORDER / MEMO ORDER	RATA / COMMUNICATION ALLOWANCE
1	Dr. Elmer M. Labad Sports Director for PASUC Region IX	8 hrs	S.O # 000162-A	
2	Prof. Roel F. Marcial Dean of the College of Liberal Arts	12 hrs.	S.O # 000195	P 12,000 / 600.00.
3	Dr. Rochard T. Tarroza Coordinator of Handog Volunteer Center	8 hrs	S.O # 000201	
4	Asst. Prof. Aldrin S. Valerio Executive Assistant, Office of the President	9 hrs.	S.O # 000205	

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 4th Quarter Regular Board Meeting  
 December 16, 2024

**BE IT FURTHER RESOLVED**, that these designations shall take effect immediately upon adoption of this resolution, and the personnel shall assume their respective duties and responsibilities as outlined in their job descriptions.

This resolution shall take effect immediately upon its adoption.

Adopted this 16<sup>th</sup> day of December, 2024 in Zamboanga City, Philippines.

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### CERTIFICATION

I, the undersigned, hereby certify that the foregoing is a true and correct copy of the resolution duly adopted by the Board of Regents of Western Mindanao State University at a meeting held on December 16, 2024 at Zamboanga City, Philippines.

  
**PROF. AL-GHAID. MOHAMMAD**  
University and Board Secretary

Attested:

  
**MA. CARLA A. OCHOTORENA, RN., Ph.D.**  
University President