



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 207th REGULAR BOARD MEETING (FIRST QUARTER REGULAR BOARD MEETING, C.Y. 2025) 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 MARCH 21, 2025, 1:00 O'CLOCK IN THE AFTERNOON.

RESOLUTION NO. 25
Series of 2025

A RESOLUTION APPROVING THE PROPOSED INTERNAL GUIDELINES FOR THE GRANT OF MEDICAL ALLOWANCE TO QUALIFIED EMPLOYEES OF WESTERN MINDANAO STATE UNIVERSITY

WHEREAS, Western Mindanao State University (WMSU) is committed to promoting the well-being and work-life balance of its employees through the provision of appropriate benefits and allowances;

WHEREAS, the University recognizes the importance of providing medical assistance and support to its employees to ensure their good health and productivity, which ultimately contributes to the overall effectiveness of the institution;

WHEREAS, the University Administration, through the Office of the Vice President for Administration and Finance and the Human Resource Management Office, together with the WMSU Faculty Union and the Administrative Personnel Association, have developed a set of proposed internal guidelines for the grant of medical allowance to qualified employees of the University in compliance with DBM Budget Circular No. 2024-6, Series of 2024;

WHEREAS, the proposed guidelines aim to establish a clear and transparent framework for the eligibility, application, and disbursement of medical allowance, ensuring fairness and consistency in its implementation;

WHEREAS, the Board of Regents has reviewed the proposed internal guidelines and finds them to be reasonable and aligned with the University's policies and the applicable labor laws and regulations;

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WHEREAS, the Board of Regents acknowledges the need to consult with the Commission on Audit (COA) to ensure the proposed guidelines are compliant with the relevant COA rules and regulations governing the grant of such benefits to government employees;

WHEREAS, the Board of Regents deliberated the "*Proposed Internal Guidelines for the Grant of Medical Allowance to Civilian Government Personnel*" as discussed in "*Annex K*" of the Agenda Folder with Attachments as part and parcel of this resolution;

NOW, THEREFORE, upon motion of Regent Jose L. Lobregat and duly seconded by Regent Maria Felicidad R. Guerrero, **BE IT RESOLVED, AS IT IS HEREBY RESOLVED**, that the Board of Regents of Western Mindanao State University hereby approves the Proposed Internal Guidelines for the Grant of Medical Allowance to Qualified Employees of Western Mindanao State University, subject to the consultation and clearance from the Commission on Audit;

BE IT FURTHER RESOLVED, that the University Administration, through the Office of the Vice President for Administration and Finance and the Human Resource Management Office, shall immediately initiate the consultation process with the Commission on Audit and incorporate any necessary revisions or adjustments to the proposed guidelines based on the feedback and recommendations provided;

BE IT FURTHER RESOLVED, that upon receipt of the Commission on Audit's clearance and approval, the University Administration shall be authorized to officially implement the approved Internal Guidelines for the Grant of Medical Allowance to Qualified Employees of Western Mindanao State University;

BE IT FINALLY RESOLVED, that this resolution shall take effect immediately upon its adoption.

Adopted this 21st day of March 2025 in Zamboanga City, Philippines.

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 March 21, 2025, at Zamboanga City, Philippines.


PROF. AL-GHAILD. MOHAMMAD
University and Board Secretary

Attested:


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

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