



CENTRAL LUZON STATE UNIVERSITY

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Office of the University President

Memorandum No.: 02-02-2017 (14)

**TO: DR. ANGELITA V. SEEPING
DR. THEODY B. SAYCO
DR. RAVELINA R. VELASCO
PROF. THELMA B. ESTERA**

From: The University President

Date: February 2, 2017

**SUBJECT: RECONSTITUTION OF THE GRIEVANCE COMMITTEE FOR PERFORMANCE
BASED INCENTIVE SYSTEM (PBIS) AND RELATED ISSUES AND CONCERNS**

With **Dr. Angelita V. Seeping as Chair**, you are hereby reconstituted as the PBIS Grievance Committee following the hereunder guidelines:

1. Issues, concerns, and complaints must be in writing duly signed by the concerned faculty/staff.
2. Matters raised must be specific.
3. Upon receipt of the issues/concerns/complaints, the Committee has 15 calendar days to come up with recommendation/s. The same shall be forwarded to the Presidential Management Group (PMG).
4. The PMG has 15 calendar days to act on the recommendation/s. The decision of the PMG shall be final and executory.
5. The concerned faculty/staff shall be furnished a copy of all PMG decisions.

This memorandum shall take effect immediately and shall remain effective unless rescinded.


TERESO A. ABELLA
University President

Cc:

- 4 VPs
- PMT Chair
- HRMO
- HRDO
- Records
- File