**DOCUMENT REGISTRATION, REVISION & ABOLITION FORM**

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**Changes/Modifications** (*use an additional sheet if necessary*):

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**Distribution List:**

All Offices

**OUP** Office of the University President

**LEG**  Office of the Legal Counsel

**BOR** Office of University and Board Secretary

**MIS** Office of Management Information Systems

**IAS** Office of Internal Audit Service

**OGM** Office of Governance and Quality Management Unit

**DPO** Office of Data Privacy

**QMU** Quality Management Unit

**ART** Anti-Red Tape Unit

**FOI** Freedom of Information

**OIA** Office of International Affairs and Linkages

**QAO** Office of Quality Assurance

**CAL** Office of Culture, Arts, and Languages

**PME** Office of Planning

**PAI** Office of Public Affairs

**OAA** Office of Alumni Affairs

**MPL** Motorpool Unit

**VPA** Vice President for Academic Affairs

**OCI** Office of Curriculum and Instruction

**LMS** Office of Library Management Services

**NST** Office of National Service Training Program

**OGS** Office of Graduate Studies

**OAR** Office of Admission and Registration

**SAS** Student Affairs and Services

**GAC** Guidance and Counselling Unit

**CJS** Career Education and Job Placement Services Unit

**TEM** Testing, Evaluation and Measurement Services

**EED** Economic Enterprise Development Unit

**SOU** Student Organization Unit

**SDU** Student Discipline Unit

**SPU** Student Publication

**SDS** Student Development Services

**SWS** Student Welfare Services

**SDM** Sports Development and Management Unit

**SDU** Student Discipline Unit

**SFA** Scholarship and Financial Assistance Unit

**RAR** Research, Accreditation and Records Unit

**IDI** International, Differently Abled, Indigenous and Marginalized Student Services

**CAF** College of Architecture and Fine Arts

**CSS** College of Arts and Social Sciences

**CBA** College of Business and Accountancy

**HTL** University Hotel

**HRM** Hotel & Restaurant Management Department

**CCS** College of Computer Studies

**CTE** College of Education

☐ **COE** College of Engineering

**IED** Industrial Engineering Department

**MED** Mechanical Engineering Department

**SOL** School of Law

**CPA** College of Public Administration and Governance

**COS** College of Science

**CJE** College of Criminal Justice Education

**CIT** College of Industrial Technology

**VPF** Vice President for Administration

**ADO** Office of Administrative Services

**PSU** Payroll Services Unit

**OBL** Obligations and Administrative Support Service Unit

**PRO** Procurement Unit

**RAU** Records and Archives Unit

**SPM** Supply and Property Management Unit

**CSU** Civil Security Unit

**HRD** Office of Human Resource Development and Management

**TOD** Training and Organizational Development Unit

**RSP** Recruitment, Selection, and Placement Unit

**EWU** Employee Welfare Unit

**PRM** Performance Management Unit

**FIN** Office of Finance

**ACU** Accounting Unit

**BMU** Budget Management Unit

**CAS** Cashiering Unit

**BAS** Office of Business and Auxiliary Service

**OFD** Office of Facilities Development and Management

**PDU** Planning and Design Unit

**MIU** Monitoring and Inspection Unit

**CMU** Contract Management Unit

**JGS** Janitorial and Grounds Services Unit

**FMU** Facilities Maintenance Unit

**GAD** Office of Gender and Development

**OHS** Office of University Health Services

**DHU** Dental Unit

**MSU** Medical Unit

**PCS** Pollution Control and Safety Unit

**VPR** Vice President for Research, Development and Extension

**IBD** Office of Innovation and Business Development

**ERC** Research Ethics Review Committee

**FTR** Center for Food Technology and Research

**ORD** Office of University Research Development

**ATL** Analytical Testing Laboratory

**OES** Office of University Extension Services

**SET** Center for Solar and Emerging Technology

**CLG** Center for Community and Local Governance Studies and Policy Development

**CER** Center for Engineering and Environmental Research

**IPD** Center for Peace, Indigenous People's Resources and Development

**NPR** Center for Natural Products Research

Others:

**DRR** Disaster Risk Reduction

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| Author: | Reviewed by: | Approved by: |
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