



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION



CHED Memorandum Order
No. 12
Series of 2018

**Subject : 2016 SUC LEVELLING RESULTS, SUC LEVELLING BENEFITS,
AND SUC LEVELLING APPEAL PROCEDURES**

In accordance with the pertinent provisions on Republic Act No. 7722, otherwise known as the *Higher Education Act of 1994* and Republic Act No. 8292, otherwise known as the *Higher Education Modernization Act of 1997*, and pursuant to DBM-CHED Joint Circular No. 1, s. 2016, otherwise known as the *FY 2016 Levelling Instrument for SUCs and Guidelines for the Implementation Thereof*, the Commission on Higher Education hereby issues the attached 2016 SUC Levelling Results, SUC Levelling Benefits and SUC Levelling Appeal Procedures, which were approved by the National Evaluation Committee through NEC Resolution No. 001-2018 dated June 14, 2018 and the Commission through CEB Resolution No. 312-2018 dated June 18, 2018, for immediate implementation and dissemination to all concerned.

Quezon City, Philippines June 22, 2018.

J. PROSPERO E. DE VERA III, DPA
Officer-in-Charge
Commission on Higher Education

RESULTS OF THE FY 2016 SUC LEVELLING EVALUATION

No.	Region	State University / College	Typology	2016 LEVEL
1	I	Don Mariano Marcos Memorial State University	University	III
2	I	Ilocos Sur Polytechnic State College	College	III
3	I	Mariano Marcos State University	University	IV
4	I	North Luzon Philippines State College	College	I
5	I	Pangasinan State University	University	IV
6	I	University of Northern Philippines	University	III
7	II	Batanes State College	College	I
8	II	Cagayan State University	University	III
9	II	Isabela State University	University	IV
10	II	Nueva Vizcaya State University	University	IV
11	II	Quirino State University	University	II
12	III	Aurora State College of Technology	College	II
13	III	Bataan Peninsula State University	University	III
14	III	Bulacan Agricultural State College	College	III
15	III	Bulacan State University	University	II
16	III	Central Luzon State University	University	IV
17	III	Don Honorio Ventura State University	University	II
18	III	Nueva Ecija University of Science and Technology	University	II
19	III	Pampanga State Agricultural University	University	IV
20	III	Philippine Merchant Marine Academy	College	
21	III	President Ramon Magsaysay State University (formerly Ramon Magsaysay Technological University)	University	III
22	III	Tarlac Agricultural University (Formerly Tarlac College of Agriculture)	University	IV
23	III	Tarlac State University	University	III
24	IV	Batangas State University	University	IV
25	IV	Cavite State University	University	IV
26	IV	Laguna State Polytechnic University	University	III
27	IV	Southern Luzon State University	University	III
28	IV	University of Rizal System	University	II
29	MIMAROPA	Marinduque State College	College	II
30	MIMAROPA	Mindoro State College of Agriculture and Technology	College	III
31	MIMAROPA	Occidental Mindoro State College	College	II
32	MIMAROPA	Palawan State University	University	III
33	MIMAROPA	Romblon State University	University	II
34	MIMAROPA	Western Philippines University	University	III
35	V	Bicol State College of Applied Science and Technology	College	II
36	V	Bicol University	University	IV
37	V	Camarines Norte State College	College	III
38	V	Camarines Sur Polytechnic College	College	III
39	V	Catanduanes State University	University	III
40	V	Central Bicol State University of Agriculture	University	IV
41	V	Dr. Emilio B. Espinosa Sr. Memorial State College of Agriculture and Technology	College	III
42	V	Partido State University	University	III
43	V	Sorsogon State College	College	III
44	VI	Aklan State University	University	III
45	VI	Capiz State University	University	III
46	VI	Guimaras State College	College	III
47	VI	Iloilo Science and Technology University (formerly Western Visayas College of Science and Technology)	University	III
48	VI	Iloilo State College of Fisheries	College	II
49	VI	Northern Iloilo Polytechnic State College	College	II
50	VI	University of Antique	University	II
51	VI	West Visayas State University	University	IV
52	VI	Carlos Hilado Memorial State College	College	III
53	VI	Central Philippines State University	University	II
54	VI	Northern Negros State College of Science and Technology	College	II
55	VII	Negros Oriental State University	University	III
56	VII	Bohol Island State University	University	III

No.	Region	State University / College	Typology	2016 LEVEL
57	VII	Cebu Normal University	University	III
58	VII	Cebu Technological University	University	IV
59	VII	Siquijor State College	College	II
60	VIII	Eastern Samar State University	University	III
61	VIII	Eastern Visayas State University	University	II
62	VIII	Leyte Normal University	University	III
63	VIII	Naval State University	University	III
64	VIII	Northwest Samar State University	University	II
65	VIII	Palompon Institute of Technology	College	II
66	VIII	Samar State University	University	III
67	VIII	Southern Leyte State University	University	III
68	VIII	University of Eastern Philippines	University	III
69	VIII	Visayas State University	University	IV
70	IX	Basilan State College	College	I
71	IX	Jose Rizal Memorial State University (formerly Jose Rizal Memorial State College)	University	III
72	IX	Josefina H. Cerilles State College	College	II
73	IX	Western Mindanao State University	University	III
74	IX	Zamboanga City State Polytechnic College	College	II
75	IX	Zamboanga State College of Marine Sciences and Technology	College	III
76	X	Bukidnon State University	University	III
77	X	Camiguin Polytechnic State College	College	I
78	X	Central Mindanao University	University	IV
79	X	Mindanao State University	University	
80	X	Northwestern Mindanao State College of Science and Technology	College	I
81	X	University of Science and Technology of Southern Philippines - Cagayan De Oro Campus (Mindanao University of Science and Technology and Misamis Oriental State College of Agriculture and Technology amalgamation)	University	IV
82	XI	Compostela Valley State College	College	I
83	XI	Davao del Norte State College	College	III
84	XI	Davao Oriental State College of Science and Technology	College	III
85	XI	Southern Philippines Agri-business and Marine and Aquatic School of Technology	College	III
86	XI	University of Southeastern Philippines	University	IV
87	XII	Cotabato Foundation College of Science and Technology	College	II
88	XII	Cotabato City State Polytechnic College	College	II
89	XII	Sultan Kudarat State University	University	II
90	XII	University of Southern Mindanao	University	IV
91	ARMM	Adiong Memorial Polytechnic State College	College	
92	ARMM	Sulu State College	College	I
93	ARMM	Tawi-Tawi Regional Agricultural College	College	
94	CAR	Abra State Institute of Science and Technology	College	II
95	CAR	Apayao State College	College	II
96	CAR	Benguet State University	University	IV
97	CAR	Ifugao State University	University	III
98	CAR	Kalinga State University (formerly Kalinga-Apayao State College)	University	III
99	CAR	Mountain Province State Polytechnic College	College	III
100	Caraga	Agusan del Sur State College of Agriculture & Techology	College	III
101	Caraga	Caraga State University	University	IV
102	Caraga	Surigao del Sur State University	University	III
103	Caraga	Surigao State College of Technology	College	III
104	NCR	Eulogio "Amang" Rodriguez Institute of Science & Technology	College	I
105	NCR	Marikina Polytechnic College	College	I
106	NCR	Philippine Normal University	University	III
107	NCR	Philippine State College of Aeronautics	College	I
108	NCR	Polytechnic University of the Philippines	University	II
109	NCR	Rizal Technological University	University	II
110	NCR	Technological University of the Philippines	University	III
111	NCR	University of the Philippines	University	

SUC LEVELLING BENEFITS

1. The 2016 SUC Levelling Results are hereby approved for dissemination and implementation for the purpose of establishing one of the bases for determining the classification and salary grade of the SUC President and the allowable number of Vice Presidents to be designated.
2. The following are the Position Title, Salary Grade and Allowable Number of SUC Presidents and Vice Presidents per SUC Level:

LEVEL	Position Title	Salary Grade	Allowable Number
Level I	SUC President I	27	1
Level II	SUC President II	28	1
Level III	SUC President III	29	1
Level IV	SUC President IV	30	1
Level V	SUC President IV	30	1
Level I	SUC Vice President I	25	1
Level II	SUC Vice President II	26	2
Level III	SUC Vice President III	27	2
Level IV	SUC Vice President IV	28	3
Level V	SUC Vice President IV	28	3

3. The existing classification and salary grade of the SUC President in a SUC whose institutional level as evaluated under the Instrument is higher than its present level shall be adjusted accordingly.
4. The classification and salary grade of a SUC President in a SUC whose institutional level as evaluated under the Instrument is lower than its present level shall be retained. However, once vacated, the classification and salary grade of said position must conform to the SUC level as evaluated.
5. SUC Presidents shall also be entitled to representation and transportation allowances (RATA) at the rates indicated in the General Appropriations Act for officials who are considered to be of equivalent rank as follows:

Level	Official of Equivalent Rank
V	Department Undersecretary
IV	Department Undersecretary
III	Department Assistant Secretary
II	Bureau Director
I	Assistant Bureau Director

6. The Governing Board of each SUC, upon recommendation of the SUC President may designate VPs, the number of which shall depend on the SUC level as indicated in Sec. 2 of this document. Note that the designated VP for Administrative Affairs may not necessarily be a member of the faculty.
7. Section 6 of RA 8292 allows more than one (1) VP per SUC. For this purpose, designations shall be made instead of creating regular VP positions and issuing



permanent positions thereto. This will extend the opportunity for undertaking and executive responsibilities to those who are qualified and inclined for such work and give the Board the flexibility for developing promising SUC personnel for higher responsibilities.

8. Faculty members who are designated VPs shall be entitled to the difference between their present salaries and the 1st step of the salary grade of a permanent VP Position as shown in the first section of this document.
9. A designated VP who is already receiving a salary higher than the 1st step of a permanent position of VP, shall only be entitled to the corresponding RATA for the position. In no case shall the designee's basic salary plus the salary difference exceed the hiring rate prescribed for a permanently appointed VP for the particular SUC level.
10. For SUCs that already have filled permanent VP positions that are in excess of the prescribed number under Section 2, their excess vacant VP positions shall be immediately abolished. The excess VP positions with incumbents shall be abolished once vacated.
11. SUCs may designate additional VPs in excess of the allowable number as may be warranted in conformance with Section 6 of RA 8292 provided that the funds shall be sourced from internally generated income or from available allotment for Personnel Services (PS) of the SUC.
12. The total number of permanent and designated VPs should not exceed five (5).
13. VPs shall also be entitled to representation and transportation allowances (RATA) at the rates indicated in the General Appropriations Act for official who are considered to be of equivalent rank as follows:

LEVEL	Official of Equivalent Rank
V	Bureau Director
IV	Bureau Director
III	Assistant Bureau Director
II	Bureau Regional Director
I	Assistant Bureau Regional Director

14. No incumbent shall suffer a reduction in salary, allowances and benefits as consequences of the implementation of the SUC Levelling Instrument.

References:

1. Joint Circular No. 1, s. 2003
2. Joint Circular No. 2, s. 2003
3. Organization and Staffing Standards for DECS Schools Division, Elementary and Secondary Schools; Technical / Vocational Schools; and State Universities and Colleges and Non-Chartered Tertiary Schools (DBM, 1997)
4. Section 55 of the General Provisions of the FY 2018 GAA



Guidelines for Submission of Appeals on the Results of SUC Levelling 2016

WHAT are the "Appeal Procedures for SUC Levelling 2016"?

These are formally established procedures that allow the **evaluated parties (State Universities and Colleges (SUCs))** to exercise their right to request for the re-evaluation and/or adjustment of points under one or more indicators in the FY2016 SUC Levelling Instrument.

APPEAL PROCEDURES

A. WHO may file an appeal?

Only the **SUC President or OIC SUC President** may file an appeal.

B. WHAT are the appeal documents to be submitted?

The appeal should be composed of four (4) sets of hard copy and one (1) electronic copy of the following:

1. A formal letter stating the item/s being appealed and the corresponding justification for each item being appealed.
2. Supporting documents strengthening the validity of the appeal and each of the items indicated in the appeal.

These documents may only be submitted ONCE.

C. TO WHOM should the appeal be addressed?

The appeal should be addressed to the following:

J. PROSPERO E. DE VERA III, DPA

Officer-in-Charge, Commission on Higher Education, and
Chair of the National Evaluation Committee on SUC Levelling
Fourth Floor, HEDC Building, C.P. Garcia Avenue,
Diliman, Quezon City, 1101

ATTENTION : The Director IV
Office of Institutional Quality Assurance and Governance

D. WHERE will the documents of appeal be submitted?

Appeal documents - four (4) hardcopies and one (1) USB containing the softcopy - should be HANDCARRIED to:

Office of Institutional Quality Assurance and Governance
Commission on Higher Education
Second Floor, HEDC Building, C.P. Garcia Avenue,
Diliman, Quezon City, 1101



E. WHEN may an appeal be filed?

Appeals must be filed within thirty (30) calendar days after the date of release of the CHED Memorandum Order (CMO) on the 2016 SUC Levelling Results. Appeals submitted beyond this period will no longer be entertained.

F. WHAT actions are to be undertaken by the National Evaluation Committee (NEC) upon receipt of the appeal?

1. Upon receipt of the appeal, the NEC shall create an Appeal Committee pro tempore composed of the following members:
 - a. Director of the Office of Institutional Quality Assurance and Governance
 - b. One (1) member of the Task Force from OPRKM
 - c. One (1) designated representative from PASUC
2. The Appeal Committee pro tempore, with the assistance of the NEC Secretariat, shall hold a deliberation for each appeal submitted in accordance to the order of the sequence of submittal of appeal.
3. The NEC Secretariat shall forward its recommendations to the NEC.
4. The NEC shall review the recommendations of the NEC Secretariat and issue a resolution to reflect its decisions regarding the appeals. The decision of the NEC shall be final and no longer appealable.
5. The NEC Secretariat shall send the response letters to the appellants within 90 calendar days after the receipt of the appeal by the OIQAG.
6. As a result, if there will be changes in the levels of SUCs, the CHED, based on the resolution of the NEC, shall issue a CMO amending the **CHED Memorandum Order (CMO) on the 2016 SUC Levelling Results.**

