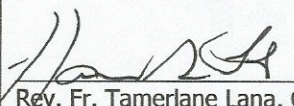


Policy No:	ADM-POL-0058
Policy Title:	Appointment of Administrators
Implementation Procedure:	
Date of Issuance:	S.Y. 2009 to 2010
Effectivity:	S.Y. 2009 to present
Page Number:	One (1)
Office of Origin: (Policy Expert)	Office of the Rector and President Human Resources Department
"Supersedes" Notification:	
Purpose of Policy:	This policy establishes the Colegio's policies in the appointment of Administrators.
Detailed Policy Statement:	<ul style="list-style-type: none"> <li>• All appointment for positions classified as Administrators are approved only by the Rector and President.</li> <li>• Newly hired and appointed Administrators shall follow the institutional recruitment process. Appointment shall be decided by the Rector and President.</li> <li>• Reappointment of current Administrators will be subject for review and evaluation of the Rector and President.</li> <li>• The Rector and President also holds the discretion as to the number of years an Administrator will be appointed.</li> </ul>
Applicability:	All administrators
Policy Approval Authority:	Office of the Rector and President
Related Policies or References	
Definition:	
Prepared by	Planning, Funding and Development Office
Approved by	 Rev. Fr. Tamerlane Lana, O.P.
Date of Approval	2-16-12

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