



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

PCI.1

IMPLEMENTATION

I.1 The maximum total load is assigned to regular full-time faculty in accordance to the CMO of the program and Institutional guidelines.

Documents attached:

- MEMORANDUM ORDER No. 12 Series of 2018
- FACULTY MANUAL
- TEACHING ASSIGNMENT SY 2017-2019



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT



Republic of the Philippines
POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
Office of the Vice-President for Academic Affairs

MEMORANDUM ORDER
NO. 12, SERIES OF 2018

TO : ALL DEANS AND DIRECTORS
PROGRAM CHAIRS AND ACADEMIC HEADS
DEPUTY CHIEF EXECUTIVE DIRECTOR AND IOD DIRECTOR

FROM : VPAA MANUEL M. MUHI

SUBJECT : MAXIMUM TEACHING LOADS

DATE : OCTOBER 30, 2018

In preparation for the coming second semester, be reminded that maximum teaching loads to be assigned to faculty members shall only be 40 units (including loads from the Open University and Graduate School). Retirees shall still have maximum of 9 units.

Further, be reminded to consider the results of student online evaluation in the distribution of teaching loads.

Teaching assignments with units exceeding the allowable number shall not be approved.

For strict compliance.

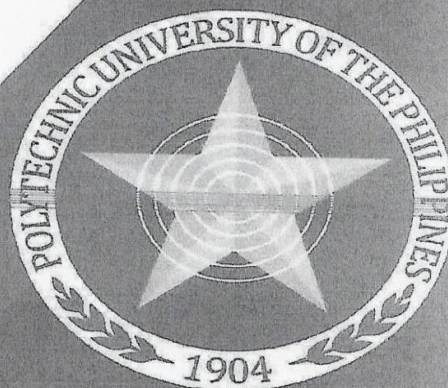
PUP OPEN UNIVERSITY SYSTEM
INSTITUTE OF NTSP/ETEEAF

Received by: *J. P. P.*
Date: 11/3/18

2nd Floor, South Wing, A. Mabini Campus, Anonas Street, Sta. Mesa, Manila
Tel.Nos. 713-3532; 335-1718 local 206; 722
Website: www.pup.edu.ph



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT



FACULTY MANUAL

Prepared by
PUP Department of Research, Planning & Development



7

7. ACADEMIC PRACTICES

7.1 Teaching Load

7.1.1 Teaching Load may either be regular, reduced load or extra load.

7.1.1.1 Regular Load

7.1.1.1.1 A teaching load of 15 hours a week shall be required for a full-time faculty member.

7.1.1.2 Reduced Load

7.1.1.2.1 The teaching load prescribed above may, however, be reduced in case a member of the faculty is assigned either to undertake research, creative writing or related activities; to perform administrative function or committee work, in which case, the Dean or Director may recommend the appropriate reduction in teaching load based on University policies.

7.1.1.3 Extra Load

In order to allow every faculty member a fair and equitable chance of enjoying the privilege of getting assignments for extra-load teaching, the following factors are given primary considerations:

7.1.1.3.1 Teaching Efficiency

Based on the latest Performance Evaluation System (PES) for Academic Area and Student Evaluation Ratings, the distribution of extra teaching loads to faculty members shall be as follows:

PES Rating	Maximum Extra Teaching Load
Outstanding	9 - 12 hours a week
Very Satisfactory	3 - 9 hours a week
Satisfactory	0 - 3 hours a week

7.1.1.4 Part-Time in Other Institutions

Regular faculty members who wish to teach part-time in other educational institutions may be permitted, provided they have not been given the maximum part-time load in the



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

University, and provided further, that such assignment shall not be prejudicial to the performance of their regular duties in the University.

They are also required to file an official request through channels. Those who are already teaching in other schools are required to file a certification indicating among other things, the number of hours and schedule of classes they teach.

7.1.1.5 Substitution

Under special circumstance, a faculty member may be required to take over a subject or subjects of another who may not be able to handle the class for the rest of the semester. Such subject(s) shall not be construed as part of extra load, but should be counted above and beyond the extra load.

7.1.1.6 Computation of Teaching Load

7.1.1.6.1 For the purpose of computation, one hour of non-laboratory work or the equivalent number of non-laboratory work shall be considered as equivalent to one hour of teaching load; Provided, that the President, in his discretion, may consider other equivalents.

7.1.1.6.2 Graduate courses may be given one and one-half time as much weight as that of purely undergraduate courses.

7.1.1.7 Exceptions

7.1.1.7.1 Whenever conditions in the University are such that the foregoing rules on teaching load are inapplicable, the University President is authorized to make proper exceptions.

7.2 Examinations and Grades

Faculty members are held responsible for keeping the records of examinations and grades of their students.

7.2.1 Grading System

The following rating system with its percentage equivalent shall be adopted by the University:

Grade	Percentage	Descriptive Equivalent
1.0	97-100	Excellent
1.25	94-96	Excellent



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

Teaching Assignment
Second Semester SY 2018-2019



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

nil, 1989

Technic University of the Philippines
Sta. Mesa, Manila

FACULTY ASSIGNMENT
Second Semester, SY 2018-19

EMP NO	FA0328MN2008	COLLEGE	ENGINEERING
EMP NAME	NATIVIDAD, FERDINAND O	DEPT CODE	
EMP STATUS	Permanent	DEPARTMENT	COMPUTER ENGINEERING

CHIEF, INSPECTION COMMITTEE

REGULAR LOAD

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3284	Computer Networks	3	BSCOE 5-3	C	3PM-4:30PM	6	MTH	CEA316	11/12/2018
COEN 3284	Computer Networks	3	BSCOE 5-5	C	3PM-4:30PM	6	WF	CEA316C EA310	11/12/2018

Total REGULAR LOAD 6

PART-TIME

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3284	Computer Networks	3	BSCOE 5-3	C	4:30PM-6PM	7	MTH	CEA316	11/12/2018
COEN 3284	Computer Networks	3	BSCOE 5-5	C	4:30PM-6PM	7	WF	CEA316C EA310	11/12/2018
CMPE 40022	Computer Engineering Technology 2	6	BSCOE 1-1	C	2:30PM-5:30PM/5:30PM-8:30PM	56789	S	CEA316	11/12/2018

Total PART-TIME 12

TEACHING LOAD PER DAY (HOURS)

	MON	TUE	WED	THUR	FRI	SAT	SUN
REGULAR	1.50		1.50	1.50	1.50		
PART-TIME	1.50		1.50	1.50	1.50	6	
TOTAL	3		3	3	3	6	

OFFICIAL TIME / ADVISING TIME

	MON	TUE	WED	THUR	FRI	SAT	SUN
OFFICIAL TIME							
ADVISING TIME							

SUBJECT REFERENCE LEGEND:
(C) - College, (OU) - Open University, (GS) - Graduate School, (PB) - Post Bac, (L) - Law, (T) - iTech

DR. EMANUEL C. DE GUZMAN
President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPA FORM NO. 3
 April, 1989

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 Sta. Mesa, Manila

CHANGES IN TEACHING ASSIGNMENT
Second Semester, School Year 2018-19

EMP NO. : FA0328MN2008	COLLEGE : COLLEGE OF ENGINEERING
EMP NAME : NATIVIDAD, FERDINAND O	DEPT CODE :
EMP STATUS : Permanent	Department :

FROM				TO						
SUBJECT CODE	SECTION	REM*	AC*	SUBJECT CODE	SECTION	TIME	DAY	ROOM	EFFTVTY	NEW AC*
		A	TS	COEN 3164	2PCOEN3164	08:00AM-11:00AM/11:00AM-02:00PM	S	TBA	11.12.2018 up to 03.30.2019	

Reason(s) for change(s)

NOTE: * REM: C (Cancelled) A (Added) CH (Changed)
 ** AC or Assignment Code: R (Regular) P (Part-time) TS (T. Substi.) T (Tutorial)

SUMMARY
ORIGINAL LOAD NEW LOAD

Regular Load	6	hrs.		Regular Load	6	hrs.
Part-time Load	12	hrs.		Part-time Load	12	hrs.
Tempt. Substi. Load	-	hrs.	+6	Tempt. Substi. Load	6	hrs.
PUP-GS/OU	-	hrs.		PUP-GS/OU	-	hrs.
Tutorial	-	hrs.		Tutorial	-	hrs.
TOTAL	18	hrs.		TOTAL	24	hrs.

Recommending Approval :

Remedios G. Ado
 REMEDIOS G. ADO for: Dep.
 Dean/Chairperson

Approval :

Dr. Emanuel C. de Guzman
 DR. EMANUEL C. DE GUZMAN
 President



**POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT**

Polytechnic University of the Philippines
Sta. Mesa, Manila

REPORT ON OFFICIAL TIME
Second Semester SY 2018-19

NAME : NATIVIDAD, FERDINAND O
COLLEGE : COLLEGE OF ENGINEERING
DESIGNATION : CHIEF, INSPECTION COMMITTEE
OFFICE : INTERNAL AUDIT OFFICE

DAYS	REGULAR TIME			PART-TIME		TEMPORARY SUBSTITUTION		NIGHT SERVICE	
	Administrative Time	Teaching Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.
Monday	07:30AM-12:00PM;01:00PM-03:00PM	03:00PM-04:30PM	8	04:30PM-06:00PM	1.5			06:00PM-09:00PM	3
Tuesday	07:30AM-12:00PM;01:00PM-04:30PM		8					06:00PM-09:00PM	3
Wednesday	07:30AM-12:00PM;01:00PM-03:00PM	03:00PM-04:30PM	8	04:30PM-06:00PM	1.5			06:00PM-09:00PM	3
Thursday	07:30AM-12:00PM;01:00PM-03:00PM	03:00PM-04:30PM	8	04:30PM-06:00PM	1.5			06:00PM-09:00PM	3
Friday	07:30AM-12:00PM;01:00PM-03:00PM	03:00PM-04:30PM	8	04:30PM-06:00PM	1.5			06:00PM-09:00PM	3
Saturday				02:30PM-05:30PM;05:30PM-08:30PM	6				
Total			40		12				15

November 07, 2018

Date

Signature of Faculty

Engr. JULIUS S. GANSINO
CHAIRPERSON, COMPUTER ENGINEERING DEPARTMENT
Immediate Supervisor (Signature over printed name)



**POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT**

Polytechnic University of the Philippines
Sta. Mesa, Manila

**FACULTY ASSIGNMENT
Second Semester, SY 2018-19**

EMP NO	FA0329MN2008	COLLEGE	ENGINEERING
EMP NAME	OQUINDO, FLORINDA H	DEPT CODE	
EMP STATUS	Permanent	DEPARTMENT	COMPUTER ENGINEERING

DIRECTOR

REGULAR LOAD

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3414	Operating Systems	3	BSCOE 4-2	C	10:30AM-12PM	3	TF	CEA315	11/12/2018

Total REGULAR LOAD 3

PART-TIME

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3414	Operating Systems	3	BSCOE 4-2	C	12PM-1:30PM	4	TF	CEA315	11/12/2018
COEN 3193	Data Communications	3	BSCOE 4-1	C	7:30AM-10:30AM	2	S	CEA313	11/12/2018
COEN 3193	Data Communications	3	BSCOE 4-3	C	10:30AM-1:30PM	34	S	CEA313	11/12/2018
COEN 3253	Design Project 1	3	BSCOE 4-4	C	7:30AM-9AM	1	TF	FIELD	11/12/2018

Total PART-TIME 12

TEACHING LOAD PER DAY (HOURS)

	MON	TUE	WED	THUR	FRI	SAT	SUN
REGULAR		1.50			1.50		
PART-TIME		3			3	6	
TOTAL		4.5			4.5	6	

OFFICIAL TIME / ADVISING TIME

	MON	TUE	WED	THUR	FRI	SAT	SUN
OFFICIAL TIME							
ADVISING TIME							

SUBJECT REFERENCE LEGEND:
(C) - College, (OU) - Open University, (GS) - Graduate School, (PB) - Post Bac, (L) - Law, (T) - iTech

DR. EMANUEL DE GUZMAN
President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPAA FORM NO. 3
 April, 1989

*Is attach updated
 ROT*

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 Sta. Mesa, Manila

CHANGES IN TEACHING ASSIGNMENT
Second Semester, School Year 2018-19

EMP NO. : FA0329MN2008	COLLEGE : COLLEGE OF ENGINEERING
EMP NAME : OQUINDO, FLORINDA H	DEPT CODE :
EMP STATUS : Permanent	Department :

FROM				TO						
SUBJECT CODE	SECTION	REM*	AC*	SUBJECT CODE	SECTION	TIME	DAY	ROOM	EFFTVTY	NEW AC*
		A	TS	COEN 3291	BSCOE 5-1	06:00PM-09:00PM	S	FIELD	11.12.2018 up to 03.30.2019	
		A	TS	COEN 3313	1PCOEN3313	02:00PM-05:00PM	S	CEA300	11.12.2018 up to 03.30.2019	

Reason(s) for change(s)

NOTE: * REM: C (Cancelled) A (Added) CH (Changed)
 ** AC or Assignment Code: R (Regular) P (Part-time) TS (T. Substi.) T (Tutorial)

SUMMARY
ORIGINAL LOAD NEW LOAD

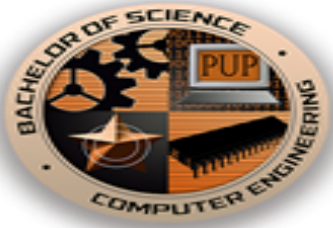
Regular Load	3	hrs.		Regular Load	3	hrs.
Part-time Load	12	hrs.		Part-time Load	12	hrs.
Tempt. Substi. Load	-	hrs.	+6	Tempt. Substi. Load	6	hrs.
PUP-GS/OU	-	hrs.		PUP-GS/OU	-	hrs.
Tutorial	-	hrs.		Tutorial	-	hrs.
TOTAL	15	hrs.		TOTAL	21	hrs.

Recommending Approval :

REMEDIOS G ADO for: Dep.
 Dean/Chairperson

Approval :

DR. EMANUEL C. DE GUZMAN
 President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

Polytechnic University of the Philippines
 Sta. Mesa, Manila

REPORT ON OFFICIAL TIME
 Second Semester SY 2018-19

NAME : OQUINDO, FLORINDA H
 COLLEGE : COLLEGE OF ENGINEERING
 DESIGNATION : DIRECTOR
 OFFICE : ALUMNI RELATIONS AND CAREER DEVELOPMENT OFFICE

DAYS	REGULAR TIME			PART-TIME		TEMPORARY SUBSTITUTION		NIGHT SERVICE	
	Administrative Time	Teaching Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.
Monday	07:30AM-12:00PM;01:00PM-05:00PM		8.5					06:00PM-09:00PM	3
Tuesday	09:00AM-10:30AM;02:00PM-06:00PM	10:30AM-12:00PM	7	12:00PM-01:30PM;07:30AM-09:00AM	3			06:00PM-09:00PM	3
Wednesday	08:00AM-12:00PM;01:00PM-06:00PM		9					06:00PM-09:00PM	3
Thursday	07:30AM-12:00PM;01:00PM-05:00PM		8.5					06:00PM-09:00PM	3
Friday	09:00AM-10:30AM;02:00PM-06:00PM	10:30AM-12:00PM	7	12:00PM-01:30PM;07:30AM-09:00AM	3			06:00PM-09:00PM	3
Saturday				07:30AM-10:30AM;10:30AM-01:30PM	6				
Sunday									
Total			40		12				15

November 07, 2018
 Date

[Signature]
 Signature of Faculty

Engr. JULIUS S. GANSING
 CHAIRPERSON, COMPUTER ENGINEERING DEPARTMENT
 Immediate Supervisor (Signature over printed name)



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

Polytechnic University of the Philippines
Sta. Mesa, Manila

FACULTY ASSIGNMENT
Second Semester, SY 2018-19

EMP NO	FA0039MN2016	COLLEGE	ENGINEERING
EMP NAME	PAJABERA, ORLANDO V.	DEPT CODE	
EMP STATUS	Permanent	DEPARTMENT	COMPUTER ENGINEERING

REGULAR LOAD

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3284	Computer Networks	6	BSCOE 5-4	C	10:30AM-1:30PM	34	TF	CEA310	11/12/2018
COEN 3414	Operating Systems	6	BSCOE 4-5	C	11AM-2PM	345	MTH	CEA315	11/12/2018
ELEN 4173	Microprocessor System	3	BSEE 4-4	C	2PM-5PM	567	W	CEA107	11/12/2018

Total REGULAR LOAD 15

PART-TIME

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3284	Computer Networks	6	BSCOE 5-1	C	3PM-6PM	67	TF	CEA314	11/12/2018
COEN 3414	Operating Systems	6	BSCOE 4-3	C	3PM-6PM	67	MTH	CEA311	11/12/2018

Total PART-TIME 12

TEACHING LOAD PER DAY (HOURS)

	MON	TUE	WED	THUR	FRI	SAT	SUN
REGULAR	3	3	3	3	3		
PART-TIME	3	3		3	3		
TOTAL	6	6	3	6	6		

OFFICIAL TIME / ADVISING TIME

	MON	TUE	WED	THUR	FRI	SAT	SUN
OFFICIAL TIME	08AM-01PM	08AM-01PM	08AM-01PM	08AM-01PM	08AM-01PM		
ADVISING TIME	08AM-10AM	08AM-10AM	08AM-10AM	08AM-10AM	08AM-10AM		

SUBJECT REFERENCE LEGEND:

(C) - College, (OU) - Open University, (GS) - Graduate School, (PB) - Post Bac, (L) - Law, (T) - iTech

DR. EMANUEL C. DE GUZMAN
President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPAA FORM NO. 3
 April, 1989

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 Sta. Mesa, Manila

CHANGES IN TEACHING ASSIGNMENT
Second Semester, School Year 2018-19

EMP NO. : FA0039MN2016	COLLEGE : COLLEGE OF ENGINEERING
EMP NAME : PAJABERA, ORLANDO V.	DEPT CODE :
EMP STATUS : Permanent	Department :

FROM				TO						
SUBJECT CODE	SECTION	REM*	AC*	SUBJECT CODE	SECTION	TIME	DAY	ROOM	EFFVTY	NEW AC*
		A	TS	ELEN 4173	BSEE 4-2	05:00PM-08:00PM	W	CEA107A	11.12.2018 up to 03.30.2019	
		A	TS	ELEN 4173	BSEE 4-3	10:30AM-01:30PM	W	CEA108	11.12.2018 up to 03.30.2019	
		A	TS	COEN 3414	BSCOE 4-1	06:00PM-09:00PM	M/TH	CEA315	11.12.2018 up to 03.30.2019	
		A	TS	COEN 3404	BSCOE 4-4	06:00PM-09:00PM	F/T	CEA315/CEA312	11.12.2018 up to 03.30.2019	
		A	TS	COEN 3291	BSCOE 5-2	07:30AM-10:30AM	S	FIELD	11.12.2018 up to 03.30.2019	

Reason(s) for change(s)

NOTE: * REM: C (Cancelled) A (Added) CH (Changed)
 ** AC or Assignment Code: R (Regular) P (Part-time) TS (T. Substi.) T (Tutorial)

SUMMARY ORIGINAL LOAD NEW LOAD

Regular Load	15	hrs.		Regular Load	15	hrs.
Part-time Load	12	hrs.		Part-time Load	12	hrs.
Tempt. Substi. Load	-	hrs.	+21	Tempt. Substi. Load	21	hrs.
PUP-GS/OU	-	hrs.		PUP-GS/OU	-	hrs.
Tutorial	-	hrs.		Tutorial	-	hrs.
TOTAL	27	hrs.		TOTAL	48	hrs.

Recommending Approval :

REMEDIOS G ADDO
 Dean/Chairperson

Approval :

DR. EMANUEL C. DE GUZMAN
 President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

April, 1989

Polytechnic University of the Philippines
 Sta. Mesa, Manila

FACULTY ASSIGNMENT
 Second Semester, SY 2018-19

EMP NO	FA0084MN2013	COLLEGE	ENGINEERING
EMP NAME	REYES, LUTZER UGTO	DEPT CODE	
EMP STATUS	Permanent	DEPARTMENT	COMPUTER ENGINEERING

DIRECTOR

REGULAR LOAD

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3483	Total Quality Management in Computer Engineering	3	BSCOE 5-5	C	10:30AM-12PM/12PM-1:30PM	34	TH	CEA300	11/12/2018

Total REGULAR LOAD 3

PART-TIME

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3473	Computer Technopreneurship	3	BSCOE 5-3	C	3PM-6PM	67	S	CEA310	11/12/2018
COEN 3483	Total Quality Management in Computer Engineering	3	BSCOE 5-3	C	7:30AM-9AM/9AM-10:30AM	12	TH	CEA300	11/12/2018
COEN 3483	Total Quality Management in Computer Engineering	3	BSCOE 5-2	C	3PM-4:30PM/4:30PM-6PM	67	TH	CEA310	11/12/2018
COEN 3483	Total Quality Management in Computer Engineering	3	BSCOE 5-1	C	11AM-2PM	345	S	CEA302	11/12/2018

Total PART-TIME 12

TEACHING LOAD PER DAY (HOURS)

	MON	TUE	WED	THUR	FRI	SAT	SUN
REGULAR				3			
PART-TIME				6		6	
TOTAL				9		6	

OFFICIAL TIME / ADVISING TIME

	MON	TUE	WED	THUR	FRI	SAT	SUN
OFFICIAL TIME							
ADVISING TIME							

SUBJECT REFERENCE LEGEND:

(C) - College, (OU) - Open University, (GS) - Graduate School, (PB) - Post Bac, (L) - Law, (T) - iTech

DR. EMANUEL C. DE GUZMAN
 President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPA FORM NO. 3
 April, 1989

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 Sta. Mesa, Manila

CHANGES IN TEACHING ASSIGNMENT
Second Semester, School Year 2018-19

EMP NO. : FA0084MN2013	COLLEGE : COLLEGE OF ENGINEERING
EMP NAME : REYES, LUTZER UGTO	DEPT CODE :
EMP STATUS : Permanent	Department :

FROM				TO						
SUBJECT CODE	SECTION	REM*	AC*	SUBJECT CODE	SECTION	TIME	DAY	ROOM	EFFTVTY	NEW AC*
		A	TS	COEN 3483	BSCOE 5-4	06:00PM-09:00PM	S	CEA312	11.12.2018 up to 03.30.2019	
		A	TS	PBDIT 4093	PBDIT 1-2	06:00PM-09:00PM	SUN	OUMN8	11.18.2018 up to 03.31.2019	
		A	TS	CM 653	MSCM-LOC 1-2B	08:00AM-11:00AM	SUN	OUMN6	11.18.2018 up to 03.31.2019	
		A	TS	CM 652	MSCM-LOC 1-2C	11:30AM-02:30PM	SUN	OUMN7	11.18.2018 up to 03.31.2019	

Reason(s) for change(s)

NOTE: * REM: C (Cancelled) A (Added) CH (Changed)
 ** AC or Assignment Code: R (Regular) P (Part-time) TS (T. Substi.) T (Tutorial)

SUMMARY ORIGINAL LOAD NEW LOAD

Regular Load	3	hrs.		Regular Load	3	hrs.
Part-time Load	12	hrs.		Part-time Load	12	hrs.
Tempt. Substi. Load	-	hrs.	+6	Tempt. Substi. Load	6	hrs.
PUP-GS/OU	-	hrs.	+6	PUP-GS/OU	6	hrs.
Tutorial	-	hrs.		Tutorial	-	hrs.
TOTAL	15	hrs.		TOTAL	27	hrs.

Recommending Approval :

REMEDIOS G ADO
 Dean/Chairperson

Approval :

DR. EMANUEL C. DE GUZMAN
 President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

Polytechnic University of the Philippines
 Sta. Mesa, Manila

REPORT ON OFFICIAL TIME
 Second Semester SY 2018-19

NAME : REYES, LUTZER UGTO
 COLLEGE : COLLEGE OF ENGINEERING
 DESIGNATION : DIRECTOR
 OFFICE : ICT OFFICE

DAYS	REGULAR TIME			PART-TIME		TEMPORARY SUBSTITUTION		NIGHT SERVICE	
	Administrative Time	Teaching Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.
Monday	08:00AM-12:00PM;01:00PM-06:00PM		9					06:00PM-09:00PM	3
Tuesday	08:00AM-12:00PM;01:00PM-06:00PM		9					06:00PM-09:00PM	3
Wednesday	08:00AM-12:00PM;01:00PM-06:00PM		9					06:00PM-09:00PM	3
Thursday	02:00PM-03:00PM	10:30AM-12:00PM;12:00PM-01:30PM	4	07:30AM-09:00AM;09:00AM-10:30AM;03:00PM-04:30PM;04:30PM-06:00PM	6			06:00PM-09:00PM	3
Friday	08:00AM-12:00PM;01:00PM-06:00PM		9					06:00PM-09:00PM	3
Saturday				03:00PM-06:00PM;11:00AM-02:00PM	6				
Sunday									
Total			40		12				15

November 07, 2018
 Date

Dr. Lutzer M. Reyes
 Signature of Faculty

Engr. JULIUS S. CANSINO
 CHAIRPERSON, COMPUTER ENGINEERING DEPARTMENT
 Immediate Supervisor (signature over printed name)



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

Teaching Assignment
First Semester SY 2018-2019



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

April, 1989

Polytechnic University of the Philippines
Sta. Mesa, Manila

FACULTY ASSIGNMENT
First Semester, SY 2018-19

EMP NO	FA0326MN2008	COLLEGE	ENGINEERING
EMP NAME	CANSINO, JULIUS S	DEPT CODE	
EMP STATUS	Permanent	DEPARTMENT	COMPUTER ENGINEERING

CHAIRPERSON

REGULAR LOAD

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3174	Advanced Logic Circuits Design	3	BSCOE 4-4	C	10:30AM-12PM	3	MTH	CEA312	06/18/2018
COEN 3174	Advanced Logic Circuits Design	3	BSCOE 4-5	C	9AM-10:30AM	2	MTH	CEA312	06/18/2018

Total REGULAR LOAD 6

PART-TIME

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3174	Advanced Logic Circuits Design	3	BSCOE 4-4	C	12PM-1:30PM	4	MTH	CEA312	06/18/2018
COEN 3174	Advanced Logic Circuits Design	3	BSCOE 4-5	C	7:30AM-9AM	1	MTH	CEA312	06/18/2018
EN 3394	Microprocessor Systems	6	BSCOE 4-FS1N	C	7:30AM-10:30AM/10:30AM-1:30PM	234	S	CEA312	06/18/2018

Total PART-TIME 12

TEACHING LOAD PER DAY (HOURS)

	MON	TUE	WED	THUR	FRI	SAT	SUN
REGULAR	3			3			
PART-TIME	3			3		6	
TOTAL	6			6		6	

OFFICIAL TIME / ADVISING TIME

	MON	TUE	WED	THUR	FRI	SAT	SUN
OFFICIAL TIME							
ADVISING TIME							

SUBJECT REFERENCE LEGEND:

(C) - College, (OU) - Open University, (GS) - Graduate School, (PB) - Post Bac, (L) - Law, (T) - iTech

DR. EMANUEL C. DE GUZMAN

Resident



**POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT**

Polytechnic University of the Philippines
Sta. Mesa, Manila

REPORT ON OFFICIAL TIME
First Semester SY 2018-19

NAME : CANSINO, JULIUS S
COLLEGE : COLLEGE OF ENGINEERING
DESIGNATION : CHAIRPERSON
OFFICE : DEPARTMENT OF COMPUTER ENGINEERING

DAYS	REGULAR TIME			PART-TIME		TEMPORARY SUBSTITUTION		NIGHT SERVICE	
	Administrative Time	Teaching Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.
Monday	02:00PM-06:00PM	09:00AM-10:30AM;10:30AM-12:00PM	7	12:00PM-01:30PM;07:30AM-09:00AM	3			06:00PM-09:00PM	3
Tuesday	07:30AM-12:00PM;12:30PM-05:00PM		9					05:30PM-08:30PM	3
Wednesday	08:00AM-12:00PM;01:00PM-05:00PM		8					05:30PM-08:30PM	3
Thursday	02:00PM-06:00PM	09:00AM-10:30AM;10:30AM-12:00PM	7	12:00PM-01:30PM;07:30AM-09:00AM	3			06:00PM-09:00PM	3
Friday	07:30AM-12:00PM;12:30PM-05:00PM		9					05:30PM-08:30PM	3
Saturday				07:30AM-10:30AM;10:30AM-01:30PM	6				
Sunday									
Total			40		12		0.		15

June 01, 2018

Date

Engr. **JULIUS S. CANSINO**
Signature of Faculty
CHAIRPERSON, COMPUTER ENGINEERING DEPARTMENT

ENGR. **REMEDIOS G. ADO**
Immediate Supervisor (Signature over printed name)

(02) 8713 5968 | dcoe_chair@gmail.com
RM322 CEA BLDG. NDC COMPOUND,
ANONAS COR. PUREZA STREETS, STA. MESA, MANILA





POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPA Form No. 1
April, 1989

Polytechnic University of the Philipp.
Sta. Mesa, Manila

FACULTY ASSIGNMENT
First Semester, SY 2018-19

EMP NO	FA0327MN2008	COLLEGE	ENGINEERING
EMP NAME	FERNANDO, RONALD D	DEPT CODE	
EMP STATUS	Permanent	DEPARTMENT	COMPUTER ENGINEERING

CAMPUS DIRECTOR

SULAR LOAD

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
CMPE 40012	Computer Engineering Technology 1	3	BSCOE 1-3	C	9AM-10:30AM	2	TF	CEA302	06/18/2018
CMPE 40012	Computer Engineering Technology 1	3	BSCOE 1-5	C	10:30AM-12PM	3	TF	CEA302	06/18/2018

Total REGULAR LOAD 6

PART-TIME

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
CMPE 40012	Computer Engineering Technology 1	3	BSCOE 1-3	C	7:30AM-9AM	1	TF	CEA302	06/18/2018
CMPE 40012	Computer Engineering Technology 1	3	BSCOE 1-5	C	12PM-1:30PM	4	TF	CEA302	06/18/2018
CMPE 40012	Computer Engineering Technology 1	6	BSCOE 1-2	C	7:30AM-10:30AM	2	WS	CEA302	06/18/2018

Total PART-TIME 12

TEACHING LOAD PER DAY (HOURS)

	MON	TUE	WED	THUR	FRI	SAT	SUN
REGULAR		3			3		
PART-TIME		3	3		3	3	
TOTAL		6	3		6	3	

OFFICIAL TIME / ADVISING TIME

	MON	TUE	WED	THUR	FRI	SAT	SUN
OFFICIAL TIME							
ADVISING TIME							

SUBJECT REFERENCE LEGEND:

(C) - College, (OU) - Open University, (GS) - Graduate School, (PB) - Post Bac, (L) - Law, (T) - iTech


DR. EMANUEL C. DE GUZMAN



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

Polytechnic University of the Philippines
 Sta. Mesa, Manila

REPORT ON OFFICIAL TIME
 First Semester SY 2018-19

NAME : FERNANDO, RONALD D
 COLLEGE : COLLEGE OF ENGINEERING
 DESIGNATION : CAMPUS DIRECTOR
 OFFICE : A. MABINI & M.H. DEL PILAR CAMPUS DIRECTOR`S OFFICE

DAYS	REGULAR TIME			PART-TIME		TEMPORARY SUBSTITUTION		NIGHT SERVICE	
	Administrative Time	Teaching Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.
Monday	07:30AM-12:00PM;01:00PM-06:00PM		9.5					06:00PM-09:00PM	3
Tuesday	02:00PM-06:00PM	09:00AM-10:30AM;10:30AM-12:00PM	7	07:30AM-09:00AM;12:00PM-01:30PM	3			06:00PM-09:00PM	3
Wednesday	10:30AM-01:30PM;02:00PM-06:00PM		7	07:30AM-10:30AM	3			06:00PM-09:00PM	3
Thursday	07:30AM-12:00PM;01:00PM-06:00PM		9.5					06:00PM-09:00PM	3
Friday	02:00PM-06:00PM	09:00AM-10:30AM;10:30AM-12:00PM	7	07:30AM-09:00AM;12:00PM-01:30PM	3			06:00PM-09:00PM	3
Saturday				07:30AM-10:30AM	3				
Sunday									
Total			40		12		0		15

June 01, 2018
 Date

Signature of Faculty

Engr. JULIUS S. CANSINO
 CHAIRPERSON, COMPUTER ENGINEERING DEPARTMENT



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

CS Form No. 4
Series of 2017

Republic of the Philippines
POLYTECHNIC UNIVERSITY OF THE PHILIPPINES

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Mr./Ms. Norman David F. Delos Reyes has assumed the duties and responsibilities as PART TIME INSTRUCTOR of COLLEGE OF ENGINEERING-COMPUTER ENGINEERING DEPARTMENT effective June 18, 2018. First Semester SY 2018-2019

This certification is issued in connection with the issuance of the appointment of Mr./Ms. Delos Reyes as PART-TIME INSTRUCTOR.

Done this 21st day of June in 2018

Signed by:

Norman David F. Delos Reyes
Print Appointee Name over Signature

Engr. Julius S. Cansino
Head of Office/Department/Unit

Date: 6/25/18

Attested by:

Dr. Remedios G. Ado
CE OIC-Dean



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPAA Form No. 1
April, 1989

Polytechnic University of the Philippines
Sta. Mesa, Manila

FACULTY ASSIGNMENT
First Semester, SY 2018-19

EMP NO	FA0117MN2016	COLLEGE	ENGINEERING
EMP NAME	KHAN, MA. LEONA S.	DEPT CODE	
EMP STATUS	Part-time	DEPARTMENT	COMPUTER ENGINEERING

REGULAR LOAD

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.

PART-TIME

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
CMPE 30022	Programming Logic and Design	6	BSCOE 1-1	C	9AM-12PM	23	MW	CEA300C EA314	06/18/2018

Total PART-TIME 6

TEACHING LOAD PER DAY (HOURS)

	MON	TUE	WED	THUR	FRI	SAT	SUN
REGULAR							
PART-TIME	3		3				
TOTAL	3		3				

OFFICIAL TIME / ADVISING TIME

	MON	TUE	WED	THUR	FRI	SAT	SUN
OFFICIAL TIME							
ADVISING TIME							

SUBJECT REFERENCE LEGEND:
(C) - College, (OU) - Open University, (GS) - Graduate School, (PB) - Post Bac, (L) - Law, (T) - iTech

DR. EMANUEL C. DE GUZMAN





POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

April, 1989

Polytechnic University of the Philippines
Sta. Mesa, Manila

FACULTY ASSIGNMENT
Second Semester, SY 2018-19

EMP NO	FA0084MN2013	COLLEGE	ENGINEERING
EMP NAME	REYES, LUTZER UGTO	DEPT CODE	
EMP STATUS	Permanent	DEPARTMENT	COMPUTER ENGINEERING

DIRECTOR

REGULAR LOAD

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3483	Total Quality Management in Computer Engineering	3	BSCOE 5-5	C	10:30AM-12PM/12PM-1:30PM	34	TH	CEA300	11/12/2018

Total REGULAR LOAD 3

PART-TIME

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3473	Computer Technopreneurship	3	BSCOE 5-3	C	3PM-6PM	67	S	CEA310	11/12/2018
COEN 3483	Total Quality Management in Computer Engineering	3	BSCOE 5-3	C	7:30AM-9AM/9AM-10:30AM	12	TH	CEA300	11/12/2018
COEN 3483	Total Quality Management in Computer Engineering	3	BSCOE 5-2	C	3PM-4:30PM/4:30PM-6PM	67	TH	CEA310	11/12/2018
COEN 3483	Total Quality Management in Computer Engineering	3	BSCOE 5-1	C	11AM-2PM	345	S	CEA302	11/12/2018

Total PART-TIME 12

TEACHING LOAD PER DAY (HOURS)

	MON	TUE	WED	THUR	FRI	SAT	SUN
REGULAR				3			
PART-TIME				6		6	
TOTAL				9		6	

OFFICIAL TIME / ADVISING TIME

	MON	TUE	WED	THUR	FRI	SAT	SUN
OFFICIAL TIME							
ADVISING TIME							

SUBJECT REFERENCE LEGEND:

(C) - College, (OU) - Open University, (GS) - Graduate School, (PB) - Post Bac, (L) - Law, (T) - iTech

DR. EMANUEL C. DE GUZMAN
President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

CS Form No. 4
Series of 2017

Republic of the Philippines
POLYTECHNIC UNIVERSITY OF THE PHILIPPINES

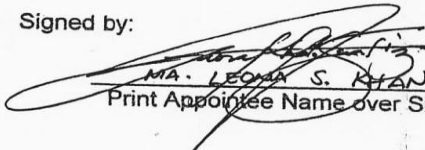
CERTIFICATION OF ASSUMPTION TO DUTY

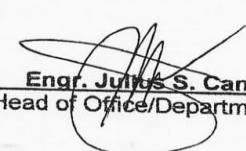
This is to certify that Mr./Ms. MA. LEONA S. KHAN has assumed the duties and responsibilities as PART TIME INSTRUCTOR of COLLEGE OF ENGINEERING-COMPUTER ENGINEERING DEPARTMENT effective , June 18, 2018. First Semester SY 2018-2019

This certification is issued in connection with the issuance of the appointment of Mr./Ms. MA. LEONA S. KHAN as PART-TIME INSTRUCTOR.

Done this 21st day of June in 2018

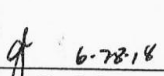
Signed by:


MA. LEONA S. KHAN
Print Appointee Name over Signature


Engr. Julius S. Cansino
Head of Office/Department/Unit

Date: 06/21/2018

Attested by:


Dr. Remedios G. Ado
CE OIC-Dean



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES COLLEGE OF ENGINEERING COMPUTER ENGINEERING DEPARTMENT

OVPAA Form No. 1
April, 1989

Polytechnic University of the Philippines
Sta. Mesa, Manila

FACULTY ASSIGNMENT
First Semester, SY 2018-19

EMP NO.	FA0052MN2014	COLLEGE	ENGINEERING
EMP NAME	LORICO, JULIAN L.	DEPT CODE	
EMP STATUS	Part-time	DEPARTMENT	COMPUTER ENGINEERING

REGULAR LOAD

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.

PART-TIME

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
CMPE 30022	Programming Logic and Design	3	BSCOE 1-2	C	2PM-5PM	567	F	CEA312	06/18/2018
COEN 3433	Systems Analysis and Design	3	BSCOE 5-3	C	3PM-6PM	67	M	CEA314	06/18/2018
BSIE 20032	Computer Fundamentals and Programming	6	BSIE 1-3	C	11AM-2PM	345	WTH	CEA313	06/18/2018

Total PART-TIME 12

TEACHING LOAD PER DAY (HOURS)

	MON	TUE	WED	THUR	FRI	SAT	SUN
REGULAR							
PART-TIME	3		3	3	3		
TOTAL	3		3	3	3		

OFFICIAL TIME / ADVISING TIME

	MON	TUE	WED	THUR	FRI	SAT	SUN
OFFICIAL TIME							
ADVISING TIME							

SUBJECT REFERENCE LEGEND:
(C) - College, (OU) - Open University, (GS) - Graduate School, (PB) - Post Bac, (L) - Law, (T) - iTech

DR. EMANUEL C. DE GUZMAN





POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

CS Form No. 4
Series of 2017

Republic of the Philippines
POLYTECHNIC UNIVERSITY OF THE PHILIPPINES

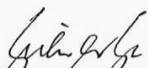
CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Mr./Ms. JULIAN L. LORICO, JR. has assumed the duties and responsibilities as PART TIME INSTRUCTOR of COLLEGE OF ENGINEERING-COMPUTER ENGINEERING DEPARTMENT effective , June 18, 2018. First Semester SY 2018-2019

This certification is issued in connection with the issuance of the appointment of Mr./Ms. JULIAN L. LORICO, JR. as PART-TIME INSTRUCTOR.

Done this 21st day of June in 2018

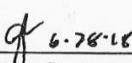
Signed by:


JULIAN L. LORICO, JR.
Print Appointee Name over Signature


Engr. Julius S. Cansino
Head of Office/Department/Unit

Date: JUNE 21, 2018

Attested by:


Dr. Remedios G. Ado
CE OIC-Dean



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

Teaching Assignment
Second Semester SY 2017-2018



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

April, 1989

Polytechnic University of the Philippines
Sta. Mesa, Manila

FACULTY ASSIGNMENT
Second Semester, SY 2017-18

EMP NO	FA0326MN2008	COLLEGE	ENGINEERING
EMP NAME	CANSINO, JULIUS S	DEPT CODE	
EMP STATUS	Permanent	DEPARTMENT	COMPUTER ENGINEERING

CHAIRPERSON

REGULAR LOAD

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3134	Logic Circuits and Switching Theory	3	BSCOE 3-1	C	10:30AM-12PM	3	MTH	CEA312	11/20/2017
COEN 3134	Logic Circuits and Switching Theory	3	BSCOE 3-2	C	9AM-10:30AM	2	MTH	CEA312	11/20/2017

Total REGULAR LOAD 6

PART-TIME

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3134	Logic Circuits and Switching Theory	3	BSCOE 3-1	C	12PM-1:30PM	4	MTH	CEA312	11/20/2017
COEN 3134	Logic Circuits and Switching Theory	3	BSCOE 3-2	C	7:30AM-9AM	1	MTH	CEA312	11/20/2017
EN 3291	Computer Seminar and Field Trips	3	BSCOE 5-4	C	10:30AM-1:30PM	34	S	FIELD	11/20/2017
COE 623	MODELING CONCURRENT SYSTEM	3	1COE623	GS	2:30PM-5:30PM	567	S	GS	11/20/2017

Total PART-TIME 12

TEACHING LOAD PER DAY (HOURS)

	MON	TUE	WED	THUR	FRI	SAT	SUN
REGULAR	3			3			
PART-TIME	3			3		6	
TOTAL	6			6		6	

OFFICIAL TIME / ADVISING TIME

	MON	TUE	WED	THUR	FRI	SAT	SUN
OFFICIAL TIME							
ADVISING TIME							

SUBJECT REFERENCE LEGEND:

(C) - College, (OU) - Open University, (GS) - Graduate School, (PB) - Post Bac, (L) - Law, (T) - iTech

DR. EMANUEL C. DE GUZMAN
President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPAA FORM NO. 3
 April, 1989

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 Sta. Mesa, Manila

CHANGES IN TEACHING ASSIGNMENT
Second Semester, School Year 2017-18

EMP NO. : FA0326MN2008	COLLEGE : COLLEGE OF ENGINEERING
EMP NAME : CANSINO, JULIUS S	DEPT CODE :
EMP STATUS : Permanent	Department :

FROM				TO						NEW AC*
SUBJECT CODE	SECTION	REM*	AC*	SUBJECT CODE	SECTION	TIME	DAY	ROOM	EFFTVTY	
		A	TS	COEN 3253	BSCOE 4-2	07:30AM-10:30AM	S	FIELD	11.20.2017 up to 04.07.2018	
		A	TS	ELEN 3343	BSEE 3-2	06:00PM-09:00PM	S	CEA108	11.20.2017 up to 04.07.2018	

Reason(s) for change(s)

NOTE: * REM: C (Cancelled) A (Added) CH (Changed)
 ** AC or Assignment Code: R (Regular) P (Part-time) TS (T. Substi.) T (Tutorial)

SUMMARY
 ORIGINAL LOAD NEW LOAD

Regular Load	6	hrs.		Regular Load	6	hrs.
Part-time Load	9	hrs.		Part-time Load	9	hrs.
Tempt. Substi. Load	-	hrs.	+6	Tempt. Substi. Load	6	hrs.
PUP-GS/OU	3	hrs.		PUP-GS/OU	3	hrs.
Tutorial	3	hrs.		Tutorial	3	hrs.
TOTAL	18	hrs.		TOTAL	27	hrs.

Recommending Approval :

GUILLERMO O BERNABÉ
 Dean/Chairperson

Approval :

DR. EMANUEL C. DE GUZMAN
 President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

Polytechnic University of the Philippines
 Sta. Mesa, Manila

REPORT ON OFFICIAL TIME
 Second Semester SY 2017-18

NAME : CANSINO, JULIUS S
 COLLEGE : COLLEGE OF ENGINEERING
 DESIGNATION : CHAIRPERSON
 OFFICE : DEPARTMENT OF COMPUTER ENGINEERING

DAYS	REGULAR TIME			PART-TIME		TEMPORARY SUBSTITUTION		NIGHT SERVICE	
	Administrative Time	Teaching Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.
Monday	02:00PM-06:00PM	09:00AM-10:30AM;10:30AM-12:00PM	7	12:00PM-01:30PM;07:30AM-09:00AM	3			06:00PM-09:00PM	3
Tuesday	07:30AM-12:00PM;01:00PM-05:00PM		8.5					05:30PM-08:30PM	3
Wednesday	07:30AM-12:00PM;12:30PM-05:00PM		9					05:30PM-08:30PM	3
Thursday	02:00PM-06:00PM	09:00AM-10:30AM;10:30AM-12:00PM	7	12:00PM-01:30PM;07:30AM-09:00AM	3			06:00PM-09:00PM	3
Friday	07:30AM-12:00PM;01:00PM-05:00PM		8.5					05:30PM-08:30PM	3
Saturday				10:30AM-01:30PM;02:30PM-05:30PM	6				
Sunday									
Total			40		12		0		15

November 17, 2017
 Date

ENGR. JULIUS S. CANSINO
 Signature of Faculty

Immediate Supervisor (Signature over printed name)



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

Polytechnic University of the Philippines
 Sta. Mesa, Manila

FACULTY ASSIGNMENT
 Second Semester, SY 2017-18

EMP NO	FA0025MN2017	COLLEGE	ENGINEERING
EMP NAME	CHIN, FRANK ANTHONY R.	DEPT CODE	
EMP STATUS	Part-time	DEPARTMENT	COMPUTER ENGINEERING

REGULAR LOAD

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.

PART-TIME

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3054	Data Structures and Algorithm Analysis	6	1PCOEN3054	C	6PM-9PM	89	TTH	TBA	11/20/2017

Total PART-TIME 6

TEACHING LOAD PER DAY (HOURS)


	MON	TUE	WED	THUR	FRI	SAT	SUN
REGULAR							
PART-TIME		3		3			
TOTAL		3		3			

OFFICIAL TIME / ADVISING TIME

	MON	TUE	WED	THUR	FRI	SAT	SUN
OFFICIAL TIME							
ADVISING TIME							

SUBJECT REFERENCE LEGEND:

(C) - College, (OU) - Open University, (GS) - Graduate School, (PB) - Post Bac, (L) - Law, (T) - iTech


 DR. EMANUEL C. DE GUZMAN
 /President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

UPAA FORM NO. 3
 April, 1989

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 Sta. Mesa, Manila

CHANGES IN TEACHING ASSIGNMENT
Second Semester, School Year 2017-18

EMP NO. : FA0025MN2017	COLLEGE : COLLEGE OF ENGINEERING
EMP NAME : CHIN, FRANK ANTHONY R.	DEPT CODE :
EMP STATUS : Part-time	Department :

FROM				TO						
SUBJECT CODE	SECTION	REM*	AC*	SUBJECT CODE	SECTION	TIME	DAY	ROOM	EFFVTY	NEW AC*
		A	P	BSCOE-ELEC3	BSCOE 5-1	04:00PM-06:00PM/06:00PM-09:00PM	S	FIELD	11.20.2017 up to 03.27.2018	

Reason(s) for change(s)

NOTE: * REM: C (Cancelled) A (Added) CH (Changed)
 ** AC or Assignment Code: R (Regular) P (Part-time) TS (T. Substi.) T (Tutorial)

SUMMARY
 ORIGINAL LOAD NEW LOAD

Regular Load	-	hrs.		Regular Load	0	hrs.
Part-time Load	6	hrs.	+5	Part-time Load	11	hrs.
Tempt. Substi. Load	-	hrs.		Tempt. Substi. Load	-	hrs.
PUP-GS/OU	-	hrs.		PUP-GS/OU	-	hrs.
Tutorial	-	hrs.		Tutorial	-	hrs.
TOTAL	6	hrs.		TOTAL	11	hrs.

Recommending Approval :

Guillermo O Bernabe
GUILLERMO O BERNABE
 Dean/Chairperson

Approval :

Dr. Emanuel C. de Guzman
DR. EMANUEL C. DE GUZMAN
 President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPAA FORM NO. 3
 April, 1989

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 Sta. Mesa, Manila

CHANGES IN TEACHING ASSIGNMENT
 2nd Semester, School Year 2017-18

EMP NO. : FA0025MN2017	COLLEGE : COLLEGE OF ENGINEERING
EMP NAME : CHIN, FRANK ANTHONY R.	DEPT CODE :
EMP STATUS : Part-time	Department :

FROM				TO						
SUBJECT CODE	SECTION	REM*	AC*	SUBJECT CODE	SECTION	TIME	DAY	ROOM	EFFVTY	NEW AC*
		A	T	COEN 3444	1TCOEN3444	07:30AM-01:30PM	TH	CEA413	11.20.2017 up to 04.07.2018	

Reason(s) for change(s)

NOTE: * REM: C (Cancelled) A (Added) CH (Changed)
 ** AC or Assignment Code: R (Regular) P (Part-time) TS (T. Substi.) T (Tutorial)

SUMMARY ORIGINAL LOAD NEW LOAD

Regular Load	-	hrs.		Regular Load	0	hrs.
Part-time Load	6	hrs.	+5	Part-time Load	11	hrs.
Tempt. Substi. Load	-	hrs.		Tempt. Substi. Load	-	hrs.
PUP-GS/OU	-	hrs.		PUP-GS/OU	-	hrs.
Tutorial	-	hrs.	+6	Tutorial	6	hrs.
TOTAL	6	hrs.		TOTAL	17	hrs.

Recommending Approval :

GUILLEMO O BERNABE
 Dean/Chairperson

Approval :

DR. EMANUEL C. DE GUZMAN
 President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPAA FORM NO. 3
 April, 1989

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 Sta. Mesa, Manila

CHANGES IN TEACHING ASSIGNMENT
Second Semester, School Year 2017-18

EMP NO. : FA0033MN2017	COLLEGE : COLLEGE OF ENGINEERING
EMP NAME : DE LA CRUZ, ARVIN R	DEPT CODE :
EMP STATUS : Part-time	Department :

FROM				TO						
SUBJECT CODE	SECTION	REM*	AC*	SUBJECT CODE	SECTION	TIME	DAY	ROOM	EFFTVTY	NEW AC*
		A	TS	COEN 3463	BSCOE 5-1	09:00AM-12:00PM/12:00PM-02:00PM	M	CEA314	11.27.2017 up to 04.07.2018	
		A	TS	COEN 3463	BSCOE 5-5	09:00AM-12:00PM/12:00PM-02:00PM	F	CEA314	11.20.2017 up to 04.07.2018	
		A	TS	ELEN 3343	BSEE 3-2	06:00PM-08:00PM	M	CEA108	11.20.2017 up to 04.07.2018	
		A	TS	BSCOE-ELEC4	BSCOE 5-5	06:00PM-09:00PM	W	CEA311	11.20.2017 up to 04.07.2018	
		A	TS	COSC 3133	BSCS 3-1N	08:00AM-11:00AM	W	FIELD	11.20.2017 up to 04.07.2018	
		A	TS	COSC 3133	BSCS 3-2	06:00PM-09:00PM	F	FIELD	11.20.2017 up to 04.07.2018	

Reason(s) for change(s)

NOTE: * REM: C (Cancelled) A (Added) CH (Changed)
 ** AC or Assignment Code: R (Regular) P (Part-time) TS (T. Substi.) T (Tutorial)

SUMMARY
 ORIGINAL LOAD NEW LOAD

Regular Load	-	hrs.		Regular Load	0	hrs.
Part-time Load	12	hrs.		Part-time Load	12	hrs.
Tempt. Substi. Load	-	hrs.	+21	Tempt. Substi. Load	21	hrs.
PUP-GS/OU	-	hrs.		PUP-GS/OU	-	hrs.
Tutorial	-	hrs.		Tutorial	-	hrs.
TOTAL	12	hrs.		TOTAL	33	hrs.

Recommending Approval :

GUILLERMO O BERNABE
 Dean/Chairperson

Approval :

DR. EMANUEL O DE GUZMAN
 President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

FORM NO. 3
 April, 1989

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 Sta. Mesa, Manila

CHANGES IN TEACHING ASSIGNMENT
 2nd Semester, School Year 2017-18

EMP NO. : FA0033MN2017	COLLEGE : COLLEGE OF ENGINEERING
EMP NAME : DE LA CRUZ, ARVIN R	DEPT CODE :
EMP STATUS : Part-time	Department :

FROM				TO						NEW AC*
SUBJECT CODE	SECTION	REM*	AC*	SUBJECT CODE	SECTION	TIME	DAY	ROOM	EFFTVTY	
		A	T	COEN 3204	1TCOEN3204	03:00PM-06:00PM/06:00PM-09:00PM	TH	CEA302	11.20.2017 up to 04.07.2018	

Reason(s) for change(s)

NOTE: * REM: C (Cancelled) A (Added) CH (Changed)
 ** AC or Assignment Code: R (Regular) P (Part-time) TS (T. Substi.) T (Tutorial)

SUMMARY
ORIGINAL LOAD NEW LOAD

Regular Load	-	hrs.		Regular Load	0	hrs.
Part-time Load	12	hrs.		Part-time Load	12	hrs.
Tempt. Substi. Load	21	hrs.		Tempt. Substi. Load	21	hrs.
PUP-GS/OU	-	hrs.		PUP-GS/OU	-	hrs.
Tutorial	-	hrs.	+6	Tutorial	6	hrs.
TOTAL	33	hrs.		TOTAL	39	hrs.

Recommending Approval :

GUILLERMO O BERNABE
 Dean/Chairperson

Approval :

DR. EMANUEL C. DE GUZMAN
 President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

Polytechnic University of the Philippines
Sta. Mesa, Manila

FACULTY ASSIGNMENT
2nd Semester, SY 2017-18

EMP NO	FA0030MN2018	COLLEGE	ENGINEERING
EMP NAME	DELA CRUZ, JOHN ROSELLO	DEPT CODE	
EMP STATUS	Part-time	DEPARTMENT	COMPUTER ENGINEERING

REGULAR LOAD

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVT

PART-TIME

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVT
COEN 3493	Numerical Methods for Engineering with Programming Applications	5	BSCOE 3-5	C	8:30AM-10:30AM/10:30AM-1:30PM	1234	S	CEA413/CEA313	11/20/201
ENSC 2082	Dynamics of Rigid Bodies	2	BS-ECE 3-1	C	3:30PM-5:30PM	67	M	FIELD	11/20/201
ENSC 2063	Engineering Economy	3	BSME 4-1	C	2PM-5PM	567	S	CEA103	11/20/201

Total PART-TIME 10

TEACHING LOAD PER DAY (HOURS)

	MON	TUE	WED	THUR	FRI	SAT	SUN
REGULAR							
PART-TIME	2					8	
TOTAL	2					8	

OFFICIAL TIME / ADVISING TIME



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPA-A FORM NO. 3
 April, 1989

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 Sta. Mesa, Manila

CHANGES IN TEACHING ASSIGNMENT
Second Semester, School Year 2017-18

EMP NO. : FA0327MN2008	COLLEGE : COLLEGE OF ENGINEERING
EMP NAME : FERNANDO, RONALD D	DEPT CODE :
EMP STATUS : Permanent	Department :

FROM				TO						
SUBJECT CODE	SECTION	REM*	AC*	SUBJECT CODE	SECTION	TIME	DAY	ROOM	EFFVTY	NEW AC*
		C	P	COEN 3094	BSCOE 3-4	07:30AM-10:30AM	S/W	CEA302	11.20.2017 up to 12.11.2017	
		A	P	COEN 3094	BSCOE 3-4	07:30AM-10:30AM	S/W	CEA302	11.20.2017 up to 03.27.2018	

Reason(s) for change(s)

NOTE: * REM: C (Cancelled) A (Added) CH (Changed)
 ** AC or Assignment Code: R (Regular) P (Part-time) TS (T. Substi.) T (Tutorial)

SUMMARY
 ORIGINAL LOAD NEW LOAD

Regular Load	6	hrs.		Regular Load	6	hrs.
Part-time Load	12	hrs.	-6+6	Part-time Load	12	hrs.
Tempt. Substi. Load	-	hrs.		Tempt. Substi. Load	-	hrs.
PUP-GS/OU	-	hrs.		PUP-GS/OU	-	hrs.
Tutorial	-	hrs.		Tutorial	-	hrs.
TOTAL	18	hrs.		TOTAL	18	hrs.

Recommending Approval :

GUILLERMO O BERNABE
 Dean/Chairperson

Approval :

DR. EMANUEL C. DE GUZMAN
 President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

Polytechnic University of the Philippines
 Sta. Mesa, Manila

REPORT ON OFFICIAL TIME
 Second Semester SY 2017-18

NAME : FERNANDO, RONALD D
 COLLEGE : COLLEGE OF ENGINEERING
 DESIGNATION : CAMPUS DIRECTOR
 OFFICE : A. MABINI & M.H. DEL PILAR CAMPUS DIRECTOR`S OFFICE

DAYS	REGULAR TIME			PART-TIME		TEMPORARY SUBSTITUTION		NIGHT SERVICE	
	Administrative Time	Teaching Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.
Monday	07:30AM-12:00PM;01:00PM-06:00PM		9.5					06:00PM-09:00PM	3
Tuesday	02:00PM-06:00PM	09:00AM-10:30AM;10:30AM-12:00PM	7	12:00PM-01:30PM;07:30AM-09:00AM	3			06:00PM-09:00PM	3
Wednesday	10:30AM-12:00PM;12:30PM-06:00PM		7	07:30AM-10:30AM	3			05:30PM-08:30PM	3
Thursday	07:30AM-12:00PM;01:00PM-06:00PM		9.5					06:00PM-09:00PM	3
Friday	02:00PM-06:00PM	09:00AM-10:30AM;10:30AM-12:00PM	7	12:00PM-01:30PM;07:30AM-09:00AM	3			06:00PM-09:00PM	3
Saturday				07:30AM-10:30AM	3				
Sunday									
Total			40		12		0		15

February 09, 2018
 Date

[Signature]
 Signature of Faculty

ENGR. JUDITHA S. CANSINO
 Immediate Supervisor (signature over printed name)



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

Teaching Assignment
First Semester SY 2017-2018



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPAA FORM NO. 3
 April, 1989

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 Sta. Mesa, Manila

CHANGES IN TEACHING ASSIGNMENT
 First Semester, School Year 2017-18

EMP NO. : FA0328MN2008	COLLEGE : COLLEGE OF ENGINEERING
EMP NAME : NATIVIDAD, FERDINAND O	DEPT CODE :
EMP STATUS : Temporary	Department :

FROM				TO						
SUBJECT CODE	SECTION	REM*	AC*	SUBJECT CODE	SECTION	TIME	DAY	ROOM	EFFVTY	NEW AC*
		C	R	COEN 3344	BSCOE 3-5			CEA316	06.19.2017 up to 07.06.2017	
		C	P	COEN 3164	BSCOE 4-3			FIELD	06.19.2017 up to 07.06.2017	
		A	R	COEN 3344	BSCOE 3-3	06:00PM-09:00PM	F/T	CEA316	06.19.2017 up to 10.24.2017	
		A	TS	COEN 3164	BSCOE 4-1	01:30PM-04:30PM	W	CEA316	06.19.2017 up to 10.24.2017	
		A	TS	COEN 3273	BSCOE 5-5	06:00PM-09:00PM	TH	FIELD	06.19.2017 up to 10.24.2017	
		A	P	COEN 3164	BSCOE 4-3	10:30AM-04:30PM	TH	FIELD	06.19.2017 up to 10.24.2017	

Reason(s) for change(s)

NOTE: * REM: C (Cancelled) A (Added) CH (Changed)
 ** AC or Assignment Code: R (Regular) P (Part-time) TS (T. Substi.) T (Tutorial)

SUMMARY
 ORIGINAL LOAD NEW LOAD

Regular Load	15	hrs.	-6+6	Regular Load	15	hrs.
Part-time Load	12	hrs.	-6+6	Part-time Load	12	hrs.
Tempt. Substi. Load	-	hrs.	+6	Tempt. Substi. Load	6	hrs.
PUP-GS/OU	-	hrs.		PUP-GS/OU	-	hrs.
Tutorial	-	hrs.		Tutorial	-	hrs.
TOTAL	27	hrs.		TOTAL	33	hrs.

Recommending Approval :

GUILLERMO O BERNABE
 Dean/Chairperson

Approval :

DR. EMANUEL C. DE GUZMAN
 President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPAA Form No. 1
April, 1999

Polytechnic University of the Philippines
Sta. Mesa, Manila

FACULTY ASSIGNMENT
First Semester, SY 2017-18

EMP NO	FA0038MN2016	COLLEGE	ENGINEERING
EMP NAME	NATIVIDAD, MARK KERVIN Z.	DEPT CODE	
EMP STATUS	Part-time	DEPARTMENT	COMPUTER ENGINEERING

REGULAR LOAD

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.

PART-TIME

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFTVTY.
COEN 3153	Principle of Communication	3	BSCOE 4-2	C	10:30AM-1:30PM	34	S	CEA413	06/19/2017
COEN 3153	Principle of Communication	3	BSCOE 4-4	C	7:30AM-10:30AM	2	S	CEA413	06/19/2017
COEN 3204	Digital Signal Processing	6	BSCOE 4-5	C	3PM-6PM/6PM-9PM	6789	S	CEA413/ CEA313	06/19/2017

Total PART-TIME 12

TEACHING LOAD PER DAY (HOURS)

	MON	TUE	WED	THUR	FRI	SAT	SUN
REGULAR							
PART-TIME						12	
TOTAL						12	

OFFICIAL TIME / ADVISING TIME

	MON	TUE	WED	THUR	FRI	SAT	SUN
OFFICIAL TIME							
ADVISING TIME							

SUBJECT REFERENCE LEGEND:

(C) - College, (OU) - Open University, (GS) - Graduate School, (PB) - Post Bac, (L) - Law, (T) - iTech

DR. EMANUEL C. DE GUZMAN
President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPAA FORM NO. C
 April, 1989

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 Sta. Mesa, Manila

CHANGES IN TEACHING ASSIGNMENT
First Semester, School Year 2017-18

EMP NO. : FA0038MN2016	COLLEGE : COLLEGE OF ENGINEERING
EMP NAME : NATIVIDAD, MARK KERVIN Z.	DEPT CODE :
EMP STATUS : Part-time	Department :

FROM				TO						
SUBJECT CODE	SECTION	REM*	AC*	SUBJECT CODE	SECTION	TIME	DAY	ROOM	EFFTVTY	NEW AC*
		C	P	COEN 3204	BSCOE 4-5	03:00PM-06:00PM/06:00PM-09:00PM	S/S	CEA413/CEA313	06.19.2017 up to 06.23.2017	
		A	P	COEN 3204	BSCOE 4-5	06:00PM-09:00PM	S/T	CEA313/CDL401	06.19.2017 up to 10.24.2017	

Reason(s) for change(s)

NOTE: * REM: C (Cancelled) A (Added) CH (Changed)
 ** AC or Assignment Code: R (Regular) P (Part-time) TS (T. Substi.) T (Tutorial)

SUMMARY
ORIGINAL LOAD NEW LOAD

Regular Load	-	hrs.		Regular Load	0	hrs.
Part-time Load	12	hrs.	-6+6	Part-time Load	12	hrs.
Tempt. Substi. Load	-	hrs.		Tempt. Substi. Load	-	hrs.
PUP-GS/OU	-	hrs.		PUP-GS/OU	-	hrs.
Tutorial	-	hrs.		Tutorial	-	hrs.
TOTAL	12	hrs.		TOTAL	12	hrs.

Recommending Approval :

GUILLERMO O BERNABE
 Dean/Chairperson

Approval :

DR. EMANUEL C. DE GUZMAN
 President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPAA Form No. 1
 April, 1989

Polytechnic University of the Philippines
 Sta. Mesa, Manila

FACULTY ASSIGNMENT
 First Semester, SY 2017-18

EMP NO	FA0329MN2008	COLLEGE	ENGINEERING
EMP NAME	OQUINDO, FLORINDA H	DEPT CODE	
EMP STATUS	Permanent	DEPARTMENT	COMPUTER ENGINEERING

DIRECTOR

REGULAR LOAD

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFVTY.
COEN 3164	Control System	3	BSCOE 4-2	C	10:30AM-12PM	3	TF	CEA300	06/19/2017

Total REGULAR LOAD 3

PART-TIME

SUBJECT CODE	SUBJECT DESCRIPTION	UNITS	YEAR & SECTION	SUBJ. REF.	TIME	TIME CODE	DAY/S	ROOM	EFFVTY.
COEN 3273	Design Project 2	3	BSCOE 5-2	C	7:30AM-9AM/12PM-1:30PM	14	TH	FIELD	06/19/2017
COEN 3164	Control System	6	BSCOE 4-5	C	7:30AM-10:30AM/10:30AM-1:30PM	234	S	CEA310	06/19/2017
COEN 3164	Control System	3	BSCOE 4-2	C	12PM-1:30PM	4	TF	CEA300	06/19/2017

Total PART-TIME 12

TEACHING LOAD PER DAY (HOURS)

	MON	TUE	WED	THUR	FRI	SAT	SUN
REGULAR		1.50			1.50		
PART-TIME		1.50		3	1.50	6	
TOTAL		3		3	3	6	

OFFICIAL TIME / ADVISING TIME

	MON	TUE	WED	THUR	FRI	SAT	SUN
OFFICIAL TIME							
ADVISING TIME							

SUBJECT REFERENCE LEGEND:

(C) - College, (OU) - Open University, (GS) - Graduate School, (PB) - Post Bac, (L) - Law, (T) - iTech

DR. EMANUEL C. DE GUZMAN
 President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

OVPAA FORM NO. 3
 April, 1989

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
 Sta. Mesa, Manila

CHANGES IN TEACHING ASSIGNMENT
First Semester, School Year 2017-18

EMP NO. : FA0329MN2008	COLLEGE : COLLEGE OF ENGINEERING
EMP NAME : OQUINDO, FLORINDA H	DEPT CODE :
EMP STATUS : Permanent	Department :

FROM				TO						
SUBJECT CODE	SECTION	REM*	AC*	SUBJECT CODE	SECTION	TIME	DAY	ROOM	EFFTVTY	NEW AC*
		A	TS	COEN 3273	BSCOE 5-2	05:00PM-06:00PM	S	FIELD	06.19.2017 up to 10.24.2017	

Reason(s) for change(s)

NOTE: * REM: C (Cancelled) A (Added) CH (Changed)
 ** AC or Assignment Code: R (Regular) P (Part-time) TS (T. Substi.) T (Tutorial)

SUMMARY
ORIGINAL LOAD NEW LOAD

Regular Load	3	hrs.		Regular Load	3	hrs.
Part-time Load	12	hrs.		Part-time Load	12	hrs.
Tempt. Substi. Load	-	hrs.	+1	Tempt. Substi. Load	1	hrs.
PUP-GS/OU	-	hrs.		PUP-GS/OU	-	hrs.
Tutorial	-	hrs.		Tutorial	-	hrs.
TOTAL	15	hrs.		TOTAL	16	hrs.

Recommending Approval :

GUILLERMO O BERNABE
 Dean/Chairperson

Approval :

DR. EMANUEL C. DE GUZMAN
 President



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

Polytechnic University of the Philippines
 Sta. Mesa, Manila

REPORT ON OFFICIAL TIME
 First Semester SY 2017-18

NAME : OQUINDO, FLORINDA H
 COLLEGE : COLLEGE OF ENGINEERING
 DESIGNATION : DIRECTOR
 OFFICE : ALUMNI RELATIONS AND CAREER DEVELOPMENT OFFICE

DAYS	REGULAR TIME			PART-TIME		TEMPORARY SUBSTITUTION		NIGHT SERVICE	
	Administrative Time	Teaching Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.	Time	No. of Hrs.
Monday	07:30AM-12:00PM;01:00PM-05:00PM		8.5					05:30PM-08:30PM	3
Tuesday	07:30AM-10:30AM;02:00PM-06:00PM	10:30AM-12:00PM	8.5	12:00PM-01:30PM	1.5			06:00PM-09:00PM	3
Wednesday	07:30AM-12:00PM;01:00PM-05:00PM		8.5					05:30PM-08:30PM	3
Thursday	09:00AM-12:00PM;02:00PM-05:00PM		6	07:30AM-09:00AM;12:00PM-01:30PM	3			05:30PM-08:30PM	3
Friday	07:30AM-10:30AM;02:00PM-06:00PM	10:30AM-12:00PM	8.5	12:00PM-01:30PM	1.5			06:00PM-09:00PM	3
Saturday				07:30AM-10:30AM;10:30AM-01:30PM	6				
Sunday									
Total			40		12				15

June 07, 2017
 Date

[Signature]
 Signature of Faculty

ENGR. JULIANA CANSONO
 Immediate Supervisor (Signature over printed name) *[Signature]*