

MINIMUM QUALIFICATIONS FOR TENURE OF REPS:

1. Should possess the minimum qualifications for the position as stated in the QS for REPS
 - a) education requirements
 - b) experience requirements
 - c) civil service eligibility
2. At least a master's or equivalent degree or professional degree
3. Minimum average workload for every six (6) months of 12 units for SG 15 and above or 9 units for SG < 15 for the past 3 years;
or rating of not lower than VS for the past 3 years for REPS who are evaluated based on Performance Evaluation Standards System* (*until Dec. 2004, assuming that the new REPS Service Record will be applied beginning Jan. 2002)
4. Sole or lead authorship of a refereed journal article (local or international) or equivalent output as follows:
 - a. two policy papers/monographs/technical bulletins/training manuals
 - b. two oral presentations in scientific meetings
 - c. three poster papers/package slide/transparency/video program/power point presentations/computer programs/UPLB annual reports
 - d. four feature or in-depth articles in popular publications
 - e. six unit annual reports/database for CU annual reports
 - f. eight leaflets/brochures/primers
 - g. current awareness (4 for annual; 8 for bi-annual)

For SG < 15, co-authorship is allowed, provided that the output is doubled

Documents required for submission:

1. graduate degree certificate/diploma
2. transcript of records
3. UPLB Form 67 (Faculty/REPS Service Record) for the last 3 years
4. Proof of publications or equivalent output
5. Justification from the immediate supervisor including, among others, the important contributions of the recommended personnel to the unit
6. Staff development plan of the unit
7. Curriculum vitae