

TABLE OF CONTENTS

	Page		Page
About UPLB ITC	3	OVCRE	
OC		OVCRE Main Office	10
OC Main Office	7	Biotech	10
Office of Public Relations	7	MNH	10
ICO	7	OICA	10
Legal	7	Gender Center	10
Office of Alumni Relations	7	CA	
Office of Institutional Linkages	7	Dean's Office	10
Budget Management Office	7	Secretary's Office	10
OVCAA		Central Experiment Station	10
OVCAA Main Office	7	Philippine Agricultural Scientist	10
Interactive Learning Center	7	Agricultural Systems Cluster	10
DMST	7	Animal & Dairy Science Cluster	11
Office of University Registrar	7	Crop Protection Cluster	11
Office of Student Affairs	7	Crop Science Cluster	11
Sentro ng Wikang Filipino	7	Food Science Cluster	11
Ugnayan ng Pahinungod	7	CAS	
University Library	7	Dean's Office	12
University Publication Office	8	Secretary's Office	12
OVCA		Human Kinetics	12
OVCA Main Office	8	Humanities	12
Accounting	8	Social Sciences	13
Cash	8	Institute of Biological Sciences	13
HRDO	8	Institute of Chemistry	13
Records	8	Institute of Computer Science	13
SPMO	8	IMSP	13
BAC Secretariat	8	Institute of Statistics	13
OVCCA		UP Rural High School	13
OVCCA Main Office	8	CDC	
BAO	8	Dean's Office	13
CEC	8	Secretary's Office	13
Land Grant	8	Broadcasting & Telecommunication	13
University Health Service	8	Development Journalism	13
University Police Force	9	Educational Communication	13
UPLB Housing Office	9	Science Communication	14
OVCPD		CEAT	
OVCPD Main Office	9	Dean's Office	14
CPDO	9	Secretary's Office	14
ITC	9	AMTEC	14
PPMSO	9	Chemical Engineering	14
RGDO	9		

	Page
Civil Engineering	14
Electrical Engineering	14
Engineering Science	14
Industrial Engineering	14
Institute of Agricultural Engineering	14
Agrometeorology	14
AMDP	14
Instrumentation	14
LWRD	14
Machineries	14
CEAT Library	14
CEM	
Dean's Office	14
Secretary's Office	14
Agribusiness Management	14
Agricultural Economics	14
Economics	15
ICOPED (ACCI)	15
CFNR	
Dean's Office	15
Secretary's Office	15
Forest Biological Science	15
Forest Products and Paper Science	15
Social Forestry and Forest Governance	15
Forestry Development Center	15
Institute of Agro-Forestry	15
Institute of Renewable Natural Resources	15
MCME	15
Makiling Botanical Gardens	15
TREES	15
CFNR Library	15
CHE	15
Dean's Office	15
Secretary's Office	15
BIDANI	15
CERP	16
HFDS	16
SDS	16
IHNH	16

	Page
CPAf	
Dean's Office	16
KMO	16
CISC	16
IGRD	16
CSPPS	16
CVM	
Dean's Office	16
Secretary's Office	16
Basic Veterinary Sciences	16
Vet Clinical Sciences	16
Vet Paraclinical Sciences	16
Vet Teaching Hospital	16
CVM Library	16
GRADUATE SCHOOL	17
SESAM	17
OTHER AGENCIES – Inside UPLB	18
OTHER AGENCIES – Outside UPLB	19
UPLB Officials	20



UPLB Information Technology Center

<http://itc.uplb.edu.ph>

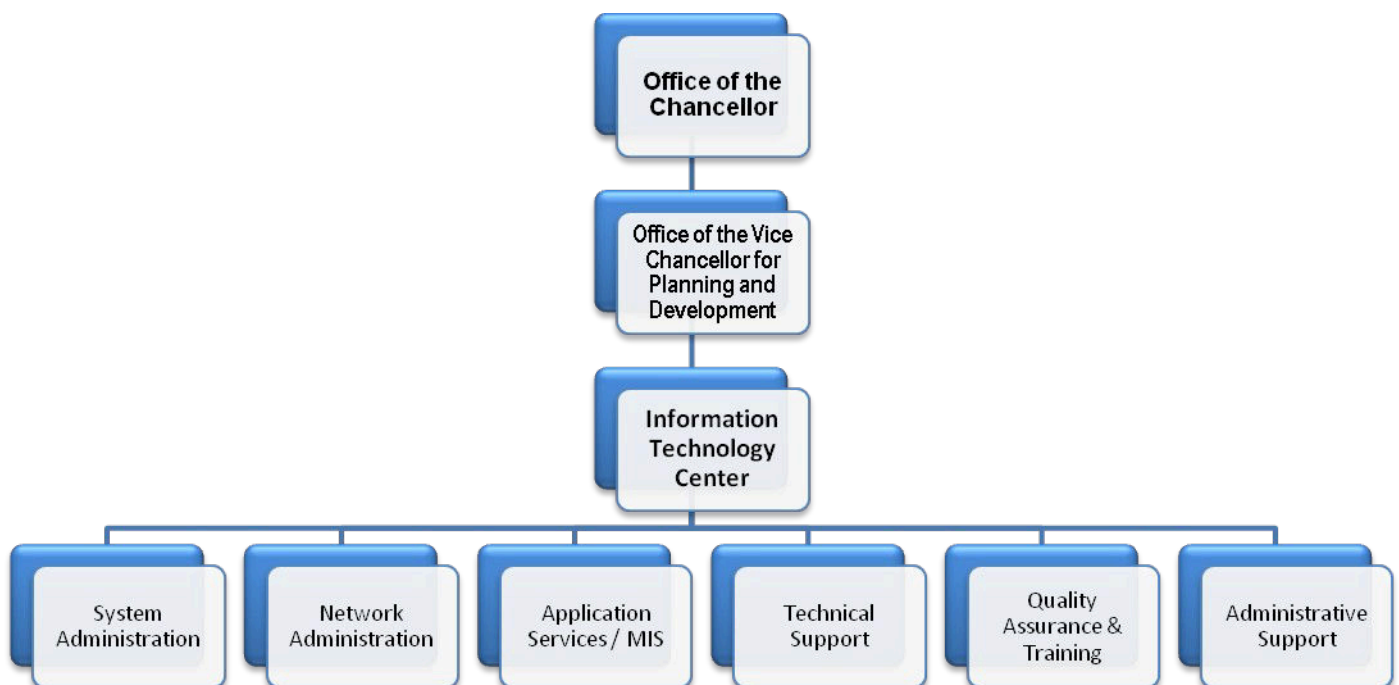
The UPLB ITC is a dedicated IT department of the University of the Philippines Los Baños under the Office of the Vice Chancellor for Planning and Development. It was formed through the merging of the Management Information Systems and Los Baños Computer Center (formerly under the Institute of Computer Science). The merging of the units and renaming it as UPLB ITC was approved by the UP Board of Regents on May 30, 2008. *[Excerpt from the Minutes of the 1232nd Meeting of the Board of Regents held on 30 May 2008 at the Audio Visual Room, U.P. Visayas Cebu College, Lahug, Cebu City]*

Vision

A community of conscientious, innovative but practical IT practitioners that support the academic, administrative, research and extension functions of the University.

Mission

To transform the way UPLB works by incorporating Information Technology to all facets of the University operations, resulting in a modernized and efficient environment for instruction, research and administrative processes.



ITC Organizational Chart

Network Administration

The *Network Administration* Team ensures that UPLB employees and students can access to UPLB Network securely and efficiently. They also ensure the fair allocation of bandwidth to specific Units or Events and develop solutions to ensure fair and efficient use of the Internet Bandwidth. The *Network Administration* is responsible for users to connect to the different services they need and ensure that sufficient security is enforced within the Network.

System Administration

The *System Administration* Team administers the core IT servers and technologies in the campus Data Center. They act as the glue that integrates other IT technologies such as VoIP, e-mail, authentication and security together. The *System Administration* Team is ultimately responsible for the overall functionality and performance of the IT services to users inside and outside the campus.

Management Information Systems (*Application Services/MIS*)

The *Management Information Systems* Team is responsible for designing, developing, and deploying internal office applications and solutions aimed at the improvement of University processes towards a more efficient and effective electronic-supported and standardized data management system. So many things must be done since current processes in the University still rely heavily on paper-based documents. The main challenge for the MIS, therefore, is to collect and analyze these documents and provide the best management solutions for each of the University's offices.

Technical Support

The *Technical Support* Team provides comprehensive end-to-end IT service delivery and support processes to ensure a productive and efficient utilization of our university's IT resources. The *Technical Support* Team is also dedicated in continually improving the standards of customer service while ensuring a secure and stable working environment to support the academic goals of the University.

Training Support (*Quality Assurance and Training*)

The UPLB ITC will provide training support for UPLB employees regarding IT matters.

ITC Contact Information

UPLB Information Technology Center

Rm. 206 2nd Flr A.G. Samonte Hall
University of the Philippines Los Baños
College, Laguna 4031 Philippines
Tel. (+63.49) 536-2886 / 501-4591- T/F
VoIP No. 100
itc@uplb.edu.ph

Technical Support Team

Rm. 106 Ground Flr A.G. Samonte Hall
University of the Philippines Los Baños
College, Laguna 4031 Philippines
Tel. (+63.49) 501-4793
VOIP No. 105
itctechsupport@uplb.edu.ph

Dante Gideon K. Vergara
Director, UPLB ITC

HOW TO USE VoIP PHONE TO MAKE A PHONE CALL

VoIP-to-VoIP (within UPLB)

Pick up handset or press SPEAKERPHONE button, and then enter the UPLB VoIP number.

Example: 105 (to call the ITC Technical Support Team)

VoIP-to-Landline (local call)

Pick up handset or press SPEAKERPHONE button, and then enter '9' then the local PLDT number.

Example: 9 5362886 (to call the PLDT number of ITC using the VoIP phone)

VoIP-to-Landline (long distance call to Manila)

Pick up handset or press SPEAKERPHONE button, and then enter '8739' then the Manila number.

Example: 8739 932011 (to call the hotline number of the Civil Service Commission)

BASIC FEATURES OF VoIP PHONE

Call Waiting and Call Flashing

If call waiting feature is enabled, while the user is in a conversation, he will hear a special stutter tone if there is another incoming call. User then can press FLASH button to put the current call party on hold automatically and switch to the other call. Pressing flash button toggles between two active calls.

Call Transfer / Forwarding

Blind Transfer - User can transfer an active call to a third party without announcement. User presses the "TRANSFER" button and if the other voice channel is available (i.e., there is no other active conversation besides the current one), user will hear a dial tone. User can then dial the third party's phone number followed by pressing SEND button. User can hold on to the phone and wait for one of the three following behaviors:

- A quick confirmation tone (temporarily using the call waiting indication tone) followed by a dial tone. This indicates the transfer has been successful. At this point, the user can either hang up or make another call.
- A quick busy tone followed by a restored call (On supported platforms only). This means the transfer has failed due to the failed response sent from server and the phone will try to recover the call. The busy tone is just to indicate to the transferor that the transfer has failed.
- Busy tone keeps playing. This means the phone has failed to receive the final response and decide to time out. Be advised that this does not indicate the transfer has been successful, nor does it indicate the transfer has failed.

Attended Transfer - User can transfer an active call to a third party with announcement. User presses the "FLASH" button and hears a dial tone, then dial the third party's phone number followed by pressing "SEND" button. If the call is answered, press "TRANSFER" to complete the transfer operation and hang up. If the call is not answered, press "FLASH" button to resume the original call. *NOTE: When Attended Transfer failed, if user A hangs up, the phone will ring user A*

back again to remind A that user B is still on the call. User A can pick up the phone to restore conversation with user B.

Conference Call

Budgetone 101 phone supports 3-way conference. Assuming that call party A and B are in conversation. A wants to bring C in a conference:

1. A presses the "CONFERENCE" button to get a dial tone and put B on hold.
2. A dials C's number then "SEND" key to make the call.
3. If C answers the call, then A presses "CONFERENCE" button to bring B, C in the conference.
4. If C does not answer the call, A can press FLASH back to talk to B.

COMMON ERROR MESSAGES / RESPONSE CODE

Symptoms	Description
NO POWER OR NO DISPLAY	This means that the VOIP Power Adapter is not plugged properly. Kindly ensure that the VOIP Phone is plugged to a working power outlet.
NO IP	This means that the VOIP Phone is not properly connected to the Network. Please check whether the UTP Cable is properly connected to the VOIP Phone and to a Network Switch.
CHOPPY VOICE	There might be a network congestion in your Local Area Network. Try again later or report this problem to the ITC if this occurs frequently

When your VoIP Phone has a dial tone but you could not make a call, a three-digit response code will be displayed on the phone's LCD telling you the reason for the call failure. The following are some of the common response codes and their corresponding error messages:

Response Code	Description
404	Not Found (number does not exist) Solution: Please check if you did dial the correct number. It might be that the VOIP phone for that Unit is not yet deployed within their network.
486	Busy Here Solution: Please try again after a few minutes.
503	Service Unavailable Solution: The phone you are calling might be currently turned off or it has no network connectivity at the moment.

If you have any problems/concerns, kindly contact the ITC via 536-2886 or VOIP:100.

Office	Telephone No.	Fax No.	VoIP#
OFFICE OF THE CHANCELLOR			
Office of the Chancellor oc@uplb.edu.ph	536-2567 536-2894	536-3673	1006- 1008
<i>Asst. to the Chancellor</i>			1002
<i>Secretary</i>			1000
<i>Communications</i>			1003
<i>Receiving</i>			1004
Budget Management Office bmo@uplb.edu.ph	536-2464		1140 1141
Internal Control Office ico@uplb.edu.ph	536-2345	536-2345	1030 1031
Legal Office legal@uplb.edu.ph	536-3453		1040 1041
Office of Alumni Relations oar@uplb.edu.ph	576-0104 536-0844	536-0844	1060
Office of Institutional Linkages oil@uplb.edu.ph	536-2239	536-2239	1330 1031
Office of Public Relations opr@uplb.edu.ph	536-2928 536-3604	536-3604	1010 1011
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS			
Office of the Vice Chancellor for Academic Affairs ovci@uplb.edu.ph	536-2306	536-2306	1300 to 1306
Department of Military Science and Tactics dmst@uplb.edu.ph			1310
Interactive Learning Center ilc@uplb.edu.ph	536-8689	536-8689	1370
Office of University Registrar registrar@uplb.edu.ph	536-2553 536-2508 536-2426	536-2553	1340 1341 1342
Office of Student Affairs osa@uplb.edu.ph	536-2238	536-2238	1050
BRSU	536-2632		
Counseling & Testing	536-7255		
ISS	536-3219		
LRP	536-2761	536-2761	
SFAD	536-3212 536-3209	536-3209	1051
SOAD/TERC	536-7132		
Sentro ng Wikang Filipino swf@uplb.edu.ph	536-2876	536-2876	1350

Office	Telephone No.	Fax No.	VoIP#
Ugnayan ng Pahinungod pahinungod@uplb.edu.ph	536-0505	536-0505	1560
University Library library@uplb.edu.ph	536-2235 536-2326	536-2326	1320 1321
University Publications Office upo@uplb.edu.ph	536-3603	536-3603	
OFFICE OF THE VICE CHANCELLOR FOR ADMINISTRATION			
Office of the Vice Chancellor for Administration ovca@uplb.edu.ph	536-2331 536-3468	536-3468	1100 to 1102
Accounting Office accounting@uplb.edu.ph	536-2296	536-2296	1110 1111
Allotment/Control Section			1112
EDP	536-1845		1113
Cashier's Office cash@uplb.edu.ph	536-3558	536-3558	1150
Human Resource Development Office hrdo@uplb.edu.ph	536-2307 536-3457	536-3457	1160
Records Management Office rmo@uplb.edu.ph	536-2546	536-2546	1170
Storage Center	536-6069		
Supply and Property Management Office spmo@uplb.edu.ph		536-2282	1180
BAC Secretariat (<i>Purchasing & Requisitioning Section</i>) bacsec@uplb.edu.ph	536-8420 536-8419	536-8419 536-8420	1120
Central Storeroom	536-2281		
Property Management Section	536-2282		
OFFICE OF THE VICE CHANCELLOR FOR COMMUNITY AFFAIRS			
Office of the Vice Chancellor for Community Affairs ovcca@uplb.edu.ph	536-3358	536-3358	1200 to 1202
Business Affairs Office bao@uplb.edu.ph	536-2314	536-2314	1130
Continuing Education Center cec@uplb.edu.ph	536-2286 536-2831	536-2831	1210
Land Grant Management Office lgmo@uplb.edu.ph	536-3952		1220
University Health Service uhs@uplb.edu.ph	536-3247 536-6238 536-2470	536-2470	1240 1241
	Local	Local	Local
Administrative Officer	100	Doctors' Quarter	107
		PhilHealth	114

Office		Telephone No.		Fax No.	VoIP#
Administrative Assistant	102	ER-Dispensary	108	Medical Records	115
Pharmacy	103	X-ray/Ultrasound	110	Fax	117
Head Nurse Local	104	Laboratory	111	Specialty Clinic	118
Ultrasound	105	Dietary	112	OR Complex	126
Dental Clinic	106	Cashier	113	Ward	127
University Police Force upf@uplb.edu.ph			536-2243 536-2803	536-2243	
Administration Bldg.			536-2255		
Main Gate			536-2552		
UPLB Housing Office uho@uplb.edu.ph			536-4009	536-4009	1230
Student Housing Division			536-3219		1052
FOREHA			536-0717		
IH			536-2233		
MAREHA			536-3492		
Men's			536-2580		
New Dorm			536-7441		1070
New FOREHA			536-7103		
Vet Med			536-2333		
Women's			536-2228		1072
OFFICE OF THE VICE CHANCELLOR FOR PLANNING AND DEVELOPMENT					
Office of the Vice Chancellor for Planning and Development ovcpd@uplb.edu.ph			536-3484 536-2748	536-3484	1400 to 1402
Campus Planning and Development Office cpdo@uplb.edu.ph			536-3270 536-2550 536-2869	536-2869	1410
Information Technology Center itc@uplb.edu.ph			501-4591 536-2886	501-4591	100
ITC Director					001
ITC Data Center					101
Technical Support Team itctechnicalsupport@uplb.edu.ph			501-4793		105
Physical Plant Maintenance & Services Office ppmso@uplb.edu.ph			536-7085		1425
Buildings & Housing			536-3213		
Billing			536-3383		
Electrical Section			536-3383		
Grounds, Roads, Garbage			536-3213		
Motorpool			536-2447	536-2447	1420
Waterworks & Plumbing			536-3383		

Office	Telephone No.	Fax No.	VolP#
Resource Generation and Development Office rgdo@uplb.edu.ph	536-2749	536-2749	1440
OFFICE OF THE VICE CHANCELLOR FOR RESEARCH AND EXTENSION			
Office of the Vice Chancellor for Research & Extension ovcre@uplb.edu.ph	536-5326 536-2354	536-5326 536-2354	1500 to 1502
PDMES	536-5326	536-5326	1510
IMPS	536-2354		1515
Corn Network	536-7181 536-8750	536-7181 536-8750	
RUDS			1520
CHED - ZRC	536-7411	536-7411	
CTTE (ACTETSME, IPRO, STP) ctte@uplb.edu.ph	536-4224 501-4756		1525 1580
CTTE Guard			1503
BIOTECH biotech@uplb.edu.ph		536-1620	1540
Environment and Health Program	501-1640		1545
Enzyme Lab	536-1612		1545
Food Lab	536-0547		1550
Agri and Services Program	536-1576		1555
Immuno Lab	536-3680		
Bio & Lab	536-8380		
Central Analytical Lab	536-0587	536-0587	
Oil & Fats Lab	536-3887	536-3887	
Guard	536-2725		
Museum of Natural History mnh@uplb.edu.ph	536-3669	536-3669	1530
Office for the Initiatives in Culture and the Arts (DL Umali Hall) oica@uplb.edu.ph	536-3452	536-3452	1020
UPLB Gender Center gendercenter@uplb.edu.ph	536-2239	536-2239	1570
COLLEGE OF AGRICULTURE <i>Email: ca@uplb.edu.ph</i>			
Office of the Dean cado@up.edu.ph	536-3546 536-3535	536-3535	2000 2201 2010

Office	Telephone No.	Fax No.	VoIP#
Office of the College Secretary soca@uplb.edu.ph	536-2329		2020
Central Experiment Station	576-0013		2430
Philippine Agricultural Scientist	536-2379		2600
Agricultural Systems Cluster asc@uplb.edu.ph	536-3229	536-5282	2100
	536-5282		
Integrated Farming Systems and Agricultural Extension Division (IFSAED)	536-2459		2150
AERS	536-2548		2143
Soils and Agro-ecosystems Division (SAED) Analytical Lab	536-2412 536-2423 536-2405	536-2405	2130
Farmer Scientist Training Program	536-2548		2140, 2142 to 2144
Animal and Dairy Sciences Cluster adsc@uplb.edu.ph	536-3426 536-2547	536-2547	2200 2201
Information Management Training & Services Unit	536-2547		
Animal Nutrition Division	536-2551		
Animal Breeding & Physiology Division	536-3450		
Animal Production & Products Utilization Division	536-3423		
Sales Room	536-2549		
Dairy Products & Technology Development Division (DTRI)	536-3744 536-2205	536-2205	2240
Animal Health	536-2513		
Breeding & Physiology	536-2513		
Dairy Farm Production	536-2513 536-2497		
Dairy Processing Plant & Services	536-2441		
Dairy Sales Bar	536-2203		
Dairy Technology	536-3148	536-3148	2250
Husbandry & Management	536-2513		
Pasture & Forage Crop	536-2513		
Crop Protection Cluster cpc@uplb.edu.ph	536-1315 536-3534	536-1315 536-3534	2300 2301
Information Management & Technical Services Unit	536-2409		2310
Division I	536-2617	536-2617	
Division II	536-2467		
Division III	536-2351	536-2351	
NCPC			2330
Administration/Records	536-2231 536-2409	536-2409	

Office	Telephone No.	Fax No.	VoIP#
Bio-control	536-2615		
Nematology	536-2615		
NCPC Dorm	536-2616		
Pesticide Residue	536-0959		
Quarantine Laboratory	536-2410 536-2615		
Crop Science Cluster csc@uplb.edu.ph	536-2468 525-7499 536-2217	536-2468	2400 2410 to 2413 2401
Division Secretaries			
Crop Biotechnology Division	536-0025		
Plant Genetic Resources Division	576-0045		
Crop Genetics & Plant Breeding Division	536-2217		
Crop Production			
Crop Physiology Division			
Plantation Crops (Macapuno Lab)	536-2323		
Vegetable Crops	536-2598		
Postharvest & Seed Science Division	536-3138	536-3138	2511
Administration	536-3259	536-3259	
Library	536-2444		2510
Research	536-5283		
Institute of Plant Breeding	536-5287	536-5287	2421, 2425
Administrative Services	536-0090		2421
IMTS(Extension Office)			2420
Cereals Section	536-8750		
Fruits and Ornamentals Section	576-0089		
Plant Pathology Laboratory	576-0046		
Entomology Laboratory	576-0091		
Plant Physiology Laboratory	576-3189		
Crop Biotechnology Division			
Biochemistry Laboratory	576-0025		
Genetics Laboratory	576-0056		
ABSP Office	536-5322 536-5140 576-0042 576-0045		
National Seed Foundation	576-0012		
Corn Network Office	536-7181		2425
Food Science Cluster fsc@uplb.edu.ph	536-3472	536-3472	2500
Food Sanitation and Safety (Fish & Meat Lab)	536-2358		

Office	Telephone No.	Fax No.	VoIP#
Food Biochemistry Lab/Food Chemistry Lab	536-2303		
Food Microbiology Laboratory	536-2312		
Food Engineering Laboratory	536-2312		
Sensory Evaluation Laboratory	536-2358		2501
COLLEGE OF ARTS AND SCIENCES <i>Email: cas@uplb.edu.ph</i>			
Office of the Dean docas@uplb.edu.ph	536-2402	536-2437	3000 - 02
	536-2437		3010
Office of the College Secretary socas@uplb.edu.ph	536-2435	536-2407	3020
	536-2407		3021
Department of Human Kinetics dhk@uplb.edu.ph	536-2534	536-2534	3100
			3101
Department of Humanities dhum@uplb.edu.ph	536-9259	536-9259	3200
			3201
Department of Social Sciences dss@uplb.edu.ph	536-3446	536-2440	3300
	536-2440		3301
Institute of Biological Sciences ibs@uplb.edu.ph	536-2893	536-2893	3400
			3401
Animal Biology Division (Entom Wing)	536-2843	536-2843	3410
	536-3480	536-3480	
Environmental Biology Division	526-6780	526-6780	3420
Genetics & Molecular Biology Division	536-3368		3430
Microbiology Division	536-3368	536-3368	3450
Plant Biology Division	536-2807	536-2807	3460
Limnological Station	536-0188	536-0188	3470
Institute of Chemistry ic@uplb.edu.ph	536-2220	536-2241	3500
	536-2241		
Analytical & Environmental Chemistry Div	536-2359		
Biochemistry & Agricultural Chemistry Div	536-2220		
General Chemistry & Chemical Educ Div	536-2220		
Organic Chemistry & Natural Products Div	536-2220		
Institute of Computer Science ics@uplb.edu.ph	536-2313	536-2302	3600
	536-2302		3601
Institute of Mathematical Sciences & Physics imsp@uplb.edu.ph	536-6610	536-6610	3700
			3702
Division of Math & Applied Math Lab	501-2982		3701
Division of Physics & Applied Physics Lab	536-1841		3750 - 52
Institute of Statistics instat@uplb.edu.ph	536-0818	536-2381	3800
	536-2381		
UP Rural High School uprhs@uplb.edu.ph	501-0389	501-0389	3900
	573-0093		
CAS Lite Program			3022

Office	Telephone No.	Fax No.	VoIP#
COLLEGE OF DEVELOPMENT COMMUNICATION <i>Email: cdc@uplb.edu.ph</i>			
Office of the Dean docdc@uplb.edu.ph	536-3356 536-2511 <i>loc 214</i>	536-3356	4000 4001
Information Technology Resource Unit			4010
Office of the College Secretary socdc@uplb.edu.ph	536-2429	536-2429	4020
Department of Broadcasting & Telecommunication ddbtt@uplb.edu.ph	536-2433 536-2511 <i>loc 228</i>		4100
Department of Development Journalism ddj@uplb.edu.ph	536-2511 <i>loc 219/211</i>		4200
Department of Educational Communication dec@uplb.edu.ph	536-3697 536-2511 <i>loc 231</i>	536-3697	4300
Department of Science Communication dsc@uplb.edu.ph	536-2511 <i>loc 205/208</i>		4400
COLLEGE OF ENGINEERING AND AGRO-INDUSTRIAL TECHNOLOGY <i>Email: ceat@uplb.edu.ph</i>			
Office of the Dean doceat@uplb.edu.ph	536-0250 536-2873 536-4728	536-2873	5000
Office of the College Secretary soceat@uplb.edu.ph	536-7450		5010
AMTEC amtec@uplb.edu.ph	536-2527	536-2527	5100
Department of Chemical Engineering dche@uplb.edu.ph	536-2315	536-2315	5300
Department of Civil Engineering dce@uplb.edu.ph	536-5614		5350
Department of Electrical Engineering dee@uplb.edu.ph	536-7089 536-6031	536-6031	5400
Instrumentation	536-2465		
Department of Engineering Sciences des@uplb.edu.ph	536-2874	536-2874	5450
Department of Industrial Engineering die@uplb.edu.ph	536-6625		5500
Institute of Agricultural Engineering iae@uplb.edu.ph	536-8745	536-8745	5200
Agricultural Bio Processing Division	536-3291		5210
Agricultural Machineries Division	536-2792	536-2792	5220
AMDP	536-8746 536-2686 536-3606	536-3606	5230

Office	Telephone No.	Fax No.	VoIP#
National Agromet Station	536-3898	536-3898	
Agrometeorology & Farm Structures Div	536-2941	536-2941	5240
Land & Water Resources Division	536-2387	536-2387	5250
CEAT Library	536-2385	536-2385	5600
COLLEGE OF ECONOMICS AND MANAGEMENT <i>Email: cem@uplb.edu.ph</i>			
Office of the Dean docem@uplb.edu.ph	536-4750	536-4750	6000 6001 6010
Office of the College Secretary socem@uplb.edu.ph	536-2716	536-2716	6020
Department of Agribusiness Management dam@uplb.edu.ph	536-2846	536-2846	6200
Department of Agricultural Economics dae@uplb.edu.ph	536-3292	536-3292	6100 to 6103
Department of Economics de@uplb.edu.ph	536-2505		6300
Institute of Cooperatives and Bio-Enterprise Development icoped@uplb.edu.ph	536-3266	536-3266	6400
CEM Library			6030
COLLEGE OF FORESTRY AND NATURAL RESOURCES <i>Email: cfnr@uplb.edu.ph</i>			
Office of the Dean docfnr@uplb.edu.ph	536-3996 536-3206 536-2342	536-3996	7000 7010
Administrative Services Office	536-2265		7001
Office of the Coordinator for Extension & Linkages	536-5305		7600
Office of the College Secretary socfnr@uplb.edu.ph	536-3524		7020
Department of Forest Biological Sciences dfbs@uplb.edu.ph	536-2773	536-2773	7300
Department of Forest Products & Paper Science dfpps@uplb.edu.ph	536-3432		7100
Department of Social Forestry & Forest Governance dsffg@uplb.edu.ph	536-3493		7150
Forestry Development Center fdc@uplb.edu.ph	536-3097 536-2341	536-2341	7200
Institute of Agroforestry iaf@uplb.edu.ph	536-3809	536-3809	7250
Institute of Renewable Natural Resources irnrr@uplb.edu.ph	536-2557	536-2557	7350
Soil and Forest Influences	536-2599		7400
Makiling Center for Mountain Ecosystems mcme@uplb.edu.ph	536-3572 536-2577	536-3572	7450

Office	Telephone No.	Fax No.	VoIP#
Makiling Botanic Gardens	536-2637		7701
Training Center for Tropical Resources & Ecosystems Sustainability trees@uplb.edu.ph	536-2736		7500
TREES Administrative Officer	536-2639	536-2639	7510
CFNR Library	536-2266		7550
COLLEGE OF HUMAN ECOLOGY <i>Email: che@uplb.edu.ph</i>			
Office of the Dean doche@uplb.edu.ph	536-2682	536-2682	8000 8001
Office of the College Secretary soche@uplb.edu.ph	536-2682		8020
BIDANI bidani@uplb.edu.ph	536-3643		8200
Department of Community & Environmental Research Planning cerp@uplb.edu.ph	536-3645	536-3645	8010
Department of Human and Family Development Studies hfds@uplb.edu.ph	536-2480	536-2480	8100
Child Development Laboratory	536-5089		
Day Care Laboratory	536-5089		
Day Care Resource Center	536-2480		
Department of Social Development Services dsds@uplb.edu.ph	536-8409	536-8409	8500
Food and Nutrition Planning (FNP)			8300
Institute of Human Nutrition and Food ihnf@uplb.edu.ph	536-2445	536-2445	8400
COLLEGE OF PUBLIC AFFAIRS AND DEVELOPMENT <i>Email: cpaf@uplb.edu.ph</i>			
Office of the Dean docfap@uplb.edu.ph	536-4267 536-0319	536-0319	14000 14001
Center of Strategic Planning & Policy Studies cspps@uplb.edu.ph	536-3455 536-3637	536-3637	14500
Community Innovations Studies Center cisc@uplb.edu.ph	536-2484 536-2453 536-3284	536-3284	14300
Institute for Governance and Rural Development igrd@uplb.edu.ph	536-0407	536-0407	14200 14400
Knowledge Management Office	536-3382	536-3382	

[illegible]

Office	Telephone No.	Fax No.	VoIP#
St. Therese Parish	536-3516		
UP Provident Fund Inc.	536-7148		
YMCA Dorm	536-2840		
UPLBFI	536-3688		13100 - 01 52340 - 41
UPLBFI – Accounting			52342
UPLBFI – Executive Director			52345
UPLBFI – Project Development			52344
UPLBFI – Public Affairs			52343
Banks			
Land Bank, UPLB	536-5058 536-7094	536-3360	
Planters Bank, UPLB	536-3682	536-3058	
PNB, UPLB	536-2733		
Veteran's Bank, Calamba	545-3006		
OTHER AGENCIES – OUTSIDE UPLB			
Batong Malake Barangay Hall	536-4349	827-0579	
Bay, Mayor's Office	536-0195	249-5043	
BIR, Calamba	545-1424		545-9910
CENRO, Los Baños	827-0772		
DPWH, Los Baños	536-0273	827-7960	
GSIS Pagsanjan, Laguna	808-1239		
HDMF (Pag-Ibig), Calamba City	545-1226	545-1246	
Los Baños, Mayor's Office	536-0050	536-7860	
Action Center	536-7861	536-8215	
Assessor's Office	536-5961		
Bureau of Fire Protection	536-7965		
DA / Nutrition / Municipal Trial Court	536-0855		
DSWD /Acctg. / DILG	536-6480		
Engineering Section	536-4838		
Los Baños Police	827-7998		
Sangguniang Bayan	536-1191	827-0191	
PCAARRD	536-0014 to	536-0020	
PCAMRD	536-1566	536-1574	
PENRO	827-0773		
Hospitals			
Calamba Med Center	545-2934 545-2906	545-1740	
Healthserve	536-4858		

[illegible]

UPLB Officials

Name	Designation/Office	Appointment Period	
Office of the Chancellor			
Dr. Rex Victor O. Cruz	Chancellor Office of the Chancellor	01-Nov-2011	31-Oct-2014
Dr. Wilfredo M. Carandang	Asst. to the Chancellor Office of the Chancellor	02-Nov-2011	31-Oct-2014
Ms. Edna K. Mananghaya	Chief Administrative Officer Internal Control Office		
Dr. Serlie B. Jamias	Director Office of Public Relations	02-Jul-2012	30-Jun-2015
Atty. Florinida A. Blanca	Acting Chief Legal Office	01-Jul-2013	30-Sep-2013
Dr. Sue Liza C. Saguiguit	Director Office of Alumni Relations	01-Aug-2013	31-Jul-2016
Dr. Jean O. Loyola	Director Office of Institutional Linkages	04-Jun-2012	03-Jun-2015
Ms. Ethel T. Cabral	Chief Administrative Officer Budget Management Office		
Office of the Vice Chancellor for Academic Affairs			
Dr. Oscar B. Zamora	Vice-Chancellor Office of the Vice Chancellor	24-Nov-2011	at the pleasure
Prof. Rolando G. Panopio	Asst. to the Vice-Chancellor Office of the Vice Chancellor	01-Nov-2011	31-Oct-2014

Name	Designation/Office	Appointment Period	
Dr. Maribel D. Sese	Director Interactive Learning Center	01-Jun-2012	31-Oct-2014
Dr. Myrna G. Carandang	University Registrar Office of the University Registrar	01-Jun-2013	31-May-2016
Dr. Leticia C. Afuang	Director Office of Student Affairs	16-Mar-2012	15-Feb-2015
Dr. Severino S. Capitan	Director - Hold-Over Sentro ng Wikang Pilipino	01-Nov-2011	
Ms. Concepcion L. Saul	University Librarian University Library	01-Jul-2012	31-Oct-2014
Prof. Dulcinea R. Laforteza	Director University Publication Office	01-Nov-2012	31-Oct-2013
Dr. Vivian C. Gonzales	Commandant and Head Department of Military Science & Tactics	01-Jun-2013	31-May-2014
Dr. Maria Helen F. Dayo	Director UPLB Gender Center	02-Feb-2012	01-Feb-2014
Prof. Rolando G. Panopio	Director Revitalized General Education Program	01-Nov-2011	31-Oct-2014
Office of the Vice Chancellor for Administration			
Dr. Crisanto A. Dorado	Vice-Chancellor Office of the Vice Chancellor	01-Aug-2012	at the pleasure
Dr. Anna Floresca F. Firmalino	Asst. to the Vice-Chancellor Office of the Vice Chancellor	25-Feb-2013	24-Feb-2014
Ms. Joan E. Mendoza	Chief Accountant Accounting Office		
Ms. Librada N. Panting	Chief Administrative Officer Cashier's Office		
Mr. Joselito Armando M. Palanca	Chief Administrative Officer Human Resource Development Office		
Ms. Apolonia L. Talatala	Chief Administrative Officer Records Management Office		
Prof. Nelson Jose Vincent B. Querijero	Officer In Charge Supply and Property Management Office	01-Jul-2013	30-Sep-2013
Office of the Vice Chancellor for Community Affairs			
Dr. Enrique L. Tolentino, Jr.	Vice-Chancellor Office of the Vice Chancellor	24-Nov-2011	at the pleasure
Dr. Margaret M. Calderon	Asst. to the Vice-Chancellor Office of the Vice Chancellor	01-Jan-2013	31-Dec-2013
Dr. Margaret M. Calderon	Director Business Affairs Office	01-Jan-2013	31-Dec-2013
Mr. Benjamin D. Arizala	Manager Land Grant Management Office	01-Feb-2013	31-Dec-2013

Name	Designation/Office	Appointment Period	
Dr. Ma Larissa Lelu P. Gata	Chief UPLB Housing Office	01-Jan-2013	31-Dec-2013
Dr. Marilyn P. Reaño	Director University Health Service	01-Nov-2012	31-Oct-2015
Dr. Myla Lourdes R. Avena	Deputy Director University Health Service	01-Nov-2012	31-Oct-2015
Mr. Gonzalo C. Baraquio	Chief University Police Force	01-Jan-2005	31-Oct-2014
Office of the Vice Chancellor for Planning and Development			
Dr. Fernando C. Sanchez, Jr.	Vice-Chancellor Office of the Vice Chancellor	24-Nov-2011	at the pleasure
Dr. Marish S. Madlangbayan	Asst. to the Vice-Chancellor Office of the Vice Chancellor	02-Jan-2013	31-Dec-2013
Engr. Arnel B. Pantig	Superintendent Campus Planning & Development Office	01-Jan-2013	30-Jun-2013
Dr. Ruben D. Tanquenco	Director Physical Plant Maintenance & Services Office		
Mr. Dante Gideon K. Vergara	Director Information Technology Center	01-Jun-2013	31-May-2014
Office of the Vice Chancellor for Research and Extension			
Dr. Ma Victoria O. Espaldon	Vice-Chancellor Office of the Vice Chancellor	24-Nov-2011	at the pleasure
Dr. Edna A. Aguilar	Asst. to the Vice-Chancellor Office of the Vice Chancellor	02-Nov-2012	01-Nov-2014
Dr. Reynaldo V. Eborá	Director - Hold-Over Biotech	01-Aug-2010	30-Jun-2013
Dr. Ireneo L. Lit, Jr.	Director Museum of Natural History	02-Jan-2012	31-Dec-2014
Dr. Katrina Ross A. Tan	Director Ugnayan ng Pahinungod	16-Jun-2013	15-Jun-2016
Dr. Ma Teresa DV. Arejola	Director Office of the Initiatives For Culture and the Arts	01-Apr-2011	31-Mar-2014
Dr. Enrico P. Supangco	Director Center For Technology Transfer And Entrepreneurship	02-Nov-2012	01-Nov-2015
College of Agriculture			
Dr. Domingo E. Angeles	Dean Office Of The Dean	24-Feb-2012	23-Feb-2015
Dr. Christian Joseph R. Cumagun	Associate Dean Office Of The Dean	01-Apr-2012	23-Feb-2015
Dr. Maria Cynthia R. Oliveros	College Secretary Office Of The College Secretary	01-Apr-2012	31-Mar-2015
Dr. Florentino C. Monsalud	Director Agricultural Systems Cluster	01-Nov-2011	31-Oct-2014
Dr. Cesar C. Sevilla	Director Animal And Dairy Sciences Cluster	01-Oct-2010	30-Sep-2013
Prof. Veneranda A. Magpantay	Deputy Director Animal And Dairy Sciences Cluster	01-Jan-2013	30-Sep-2013

Name	Designation/Office	Appointment Period	
Dr. Virgilio T. Villancio	Station Manager Central Experiment Station	01-Apr-2012	31-Mar-2015
Dr. Celia DR. Medina	Director Crop Protection Cluster	21-Jul-2011	20-Jul-2014
Dr. Jessamyn R. Adorada	Deputy Director Crop Protection Cluster	01-Jun-2012	31-May-2013
Dr. Calixto M. Protacio	Director Crop Science Cluster	25-Jun-2012	24-Jun-2015
Dr. Primitivo Jose A. Santos	Deputy Director Crop Science Cluster	01-Jan-2013	31-Dec-2013
Dr. Erlinda I. Dizon	Director - Hold-Over Food Science Cluster	24-Mar-2013	23-Mar-2016
Dr. Katherine Ann C. Israel	Asst to the Director Food Science Cluster	01-Sep-2012	31-Mar-2014
College of Arts and Sciences			
Dr. Zita VJ. Albacea	Dean Office of the Dean	24-Nov-2011	23-Nov-2014
Dr. Myrna S. Rodriguez	Associate Dean Office of the Dean	01-Dec-2012	30-Nov-2013
Dr. Ivan Marcelo A. Duka	College Secretary Office of the College Secretary	01-Dec-2012	30-Nov-2013
Prof. Vernel M. Lawas	Asst.to the College Secretary Office of the College Secretary	01-Dec-2012	30-Nov-2013
Prof. Naomi M. Enriquez	Chairman Department of Human Kinetics	16-Jul-2013	14-Aug-2014
Prof. Leonora M. Fajutagana	Chairman Department of Humanities	01-Jun-2013	31-May-2016
Prof. Dwight David A. Diestro	Chairman Department of Social Sciences	02-May-2013	30-Apr-2016
Dr. Nina M. Cadiz	Director Institute of Biological Sciences	01-Jun-2012	31-May-2015
Dr. Vincent V. Hilomen	Deputy Director Institute of Biological Sciences	15-Jun-2012	31-May-2015
Dr. Hidelisa P. Hernandez	Director Institute of Chemistry	28-Aug-2012	27-Aug-2015
Dr. Marivic S. Lacsamana	Deputy Director Institute of Chemistry	01-Aug-2012	31-Oct-2012
Dr. Vladimir Y. Mariano	Director Institute of Computer Science	16-Sep-2010	30-Sep-2013
Dr. Virgilio P. Sison	Director (HOLD-OVER - 8/26/13) Institute of Math Sci & Physics	26-Aug-2010	25-Aug-2013
Prof. Chryslie Margus N. Piñol	Deputy Director Institute of Math Sci & Physics	01-Aug-2012	25-Aug-2013
Dr. Consorcia E. Reaño	Director Institute of Statistics	01-Apr-2012	31-Mar-2015
Prof. Liza C. Carascal	Principal UP Rural High School	16-Jun-2010	15-Jun-2013
College of Development Communication			
Dr. Ma Theresa H. Velasco	Dean Office of the Dean	16-Jun-2012	15-Jun-2015

Name	Designation/Office	Appointment Period	
Prof. Rhodora Ramonette DV. Custodio	College Secretary Office of the College Secretary	16-Jun-2012	15-Jun-2015
Prof. Ma Teresita B. Osalla	Chairman Department of Development Broadcasting & Telecommunication	16-Jun-2012	15-Jun-2015
Prof. Rosa Pilipinas F. Francisco	Chairman Department of Development Journalism	01-Aug-2012	15-Jul-2015
Prof. Romel A. Daya	Chairman Department of Educational Communication	16-Jun-2012	15-Jun-2015
Prof. Garry Jay S. Montemayor	Chairman Department of Science Communication	01-Jul-2013	31-May-2014
College of Engineering and Agro-Industrial Technology			
Dr. Arnold R. Elepaño	Dean Office Of The Dean	24-Nov-2011	23-Nov-2014
Prof. Richelle G. Zafra	Associate Dean Office Of The Dean	01-Jan-2012	23-Nov-2014
Prof. Ma Cristine Concepcion D. Ignacio	College Secretary Office Of The College Secretary	01-Jun-2013	31-May-2014
Dr. Delfin C. Suministrado	Director AMTEC	01-Jan-2012	23-Nov-2014
Dr. Manolito E. Bambase, Jr.	Chairman Department of Chemical Engineering	01-Jan-2012	23-Nov-2014
Dr. Marish S. Madlangbayan	Chairman Department of Civil Engineering	01-Jan-2012	23-Nov-2014
Prof. Roderick L. Catriz	Chairman Department of Electrical Engineering	01-Jan-2012	23-Nov-2014
Prof. Erwin C. Escobar	Chairman Department of Engineering Science	01-Jan-2012	23-Nov-2014
Prof. Haerold Dean Z. Layaoen	Chairman Department of Industrial Engineering	01-Jun-2013	31-Oct-2013
Dr. Rossanna Marie C. Amongo	Director Institute Of Agricultural Engineering	01-Jan-2012	23-Nov-2014
College of Economics and Management			
Dr. Isabelita M. Pabuayon	Dean Office Of The Dean	08-Dec-2012	17-Dec-2015
Prof. Nanette A. Aquino	Associate Dean Office Of The Dean	02-Jan-2013	31-Dec-2015
Prof. Amelia L. Bello	College Secretary Office Of The College Secretary	02-Jan-2013	31-Dec-2015
Dr. Cesar B. Quicoy	Chairman Department Of Agricultural Economics	02-Jan-2013	31-Dec-2015
Prof. Loida E. Mojica	Chairman Department Of Agribusiness Management And Entrepreneurship	14-Mar-2013	13-Mar-2014
Dr. Rodger M. Valientes	Chairman Department Of Economics	01-Oct-2013	30-Sep-2016

Name	Designation/Office	Appointment Period	
Dr. Zenaida M. Sumalde	Director Institute Of Cooperatives And Bio-Enterprise Development	02-Jan-2013	31-Dec-2015
College of Forestry and Natural Resources			
Dr. Juan M. Pulhin	Dean Office of the Dean	26-Jan-2012	25-Jan-2015
Dr. Edwin A. Combalicer	Associate Dean Office of the Dean	01-Jun-2013	25-Jan-2015
Dr. Marlo D. Mendoza	Asst. to the Dean tor Planning & Dev't. Office of the Dean	01-Jun-2013	25-Jan-2015
Dr. Willie P. Abasolo	Chairman Department of Forest Products & Paper Science	01-Oct-2011	30-Sep-2014
Dr. Leni D. Camacho	Chairman Department Of Social Forestry & Forest Governance	01-Nov-2011	31-Oct-2014
Dr. Nelson M. Pampolina	Chairman Department Forest Biological Sciences	15-Aug-2011	14-Aug-2014
Dr. Antonio P. Carandang	Director Forestry Development Center	01-Dec-2012	30-Nov-2015
Dr. Roberto G. Visco	Director Institute Of Agroforestry	26-Oct-2010	25-Oct-2013
Dr. Teodoro R. Villanueva	Director Institute Of Renewable Natural Resources	16-Jun-2011	15-Jun-2014
Dr. Nathaniel C. Bantayan	Director Makiling Center For Mountain Ecosystems	01-Aug-2011	31-Jul-2014
Dr. Manuel L. Castillo	Deputy Director Makiling Center For Mountain Ecosystems	01-Jan-2013	31-Dec-2013
Mr. Roberto P. Cereno	Director Training Center For Tropical Resources & Ecosystems Sustainability	16-Apr-2012	15-Apr-2015
Prof. Mutya Ma Q. Manalo	College Secretary Office Of The College Secretary	01-Feb-2011	31-Jan-2014
College of Human Ecology			
Dr. Marites G. Yee	Dean Office of the Dean	24-Feb-2012	23-Feb-2015
Dr. Wilma A. Hurtada	College Secretary Office of the College Secretary	01-May-2013	30-Apr-2014
Dr. Walfredo R. Rola	Chairman Department of Community & Environmental Research Planning	01-Mar-2011	28-Feb-2014
Prof. Ria D. Sanchez	Chairman Department of Human & Family Development Studies	01-Nov-2011	31-Oct-2014
Dr. Emilia S. Visco	Chairman Department of Social Dev't. Services	01-Jan-2011	31-Dec-2013

Name	Designation/Office	Appointment Period	
Prof. Ma Theresa M. Talavera	Director Institute of Human Nutrition & Food	01-Feb-2012	31-Jan-2015
College of Public Affairs and Development			
Dr. Josefina T. Dizon	Dean Office Of The Dean	24-Jan-2013	23-Jan-2015
Dr. Maria Ana T. Quimbo	Director Institute For Governance And Rural Development	01-Jun-2012	31-May-2015
Dr. John Erinorio M. Perez	Deputy Director Institute For Governance And Rural Development	01-Jun-2013	31-May-2014
Dr. Miriam R. Nguyen	Oic – Director Community Innovations Studies Center	01-Apr-2013	30-Jun-2013
Prof. Nelson Jose Vincent B. Querijero	Unit Head Knowledge Management Unit	01-Feb-2013	31-Jan-2016
Dr. Merlyne M. Paunlagui	Director Center For Strategic Planning And Policy Studies	01-Jun-2012	31-May-2015
College of Veterinary Medicine			
Dr. Loinda R. Baldrias	Dean Office Of The Dean	28-Feb-2013	27-Feb-2016
Dr. Rio John T. Ducusin	Assistant To The Dean Office Of The Dean	07-Mar-2013	27-Feb-2016
Dr. Maria Catalina T. De Luna	College Secretary Office Of The College Secretary	03-May-2011	30-Apr-2014
Dr. Michelle Grace V. Paraso	Chairman Basic Veterinary Sciences	07-Mar-2013	06-Mar-2016
Dr. Veronica A. Matawaran	Chairman Vet Clinical Sciences	07-Mar-2013	06-Mar-2016
Dr. Billy P. Divina	Chairman Vet Paraclinical Sciences	07-Mar-2013	06-Mar-2016
Dr. Karlo Romano B. Gicana	Director Veterinary Teaching Hospital	02-Nov-2010	30-Sep-2013
Ms. Adelina M. Esperante	Head Librarian CVM Library	01-Jan-2013	31-Dec-2013
Graduate School			
Dr. Jose V. Camacho, Jr.	Dean Graduate School	24-Feb-2012	23-Feb-2015
Dr. Willie P. Abasolo	College Secretary Graduate School	01-May-2012	23-Feb-2015
School of Environmental Science and Management			
Dr. Leonardo M. Florece	Dean Office of the Dean	24-Feb-2012	23-Feb-2015

[illegible]

[illegible]

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.