



# MANAGEMENT ACCOUNTABILITY REPORT CARD (MARC-II)

Jose Rizal Memorial State University	TRANSPARENCY SEAL		PhilGEPS POSTING		CASH ADVANCE LIQUIDATION		CITIZEN'S CHARTER	
<p>The Jose Rizal Memorial State College performs four-fold functions: instruction, research, extension and production. In the performance of these functions, it has targeted the goals of higher to include: quality and excellence, access and equity, relevance and responsiveness and efficiency and effectiveness.</p>	<b>YES</b>	Agency mandates and functions, names of its officials with their position and designation, and contact information	<b>YES</b>	Invitations to Bid/ Request for Expression of Interest posted continuously in the website of the PhilGEPS, procuring entity concerned, if applicable, for seven (7) calendar years starting on date of advertisement	<b>YES</b>	Cash advances for foreign travels liquidated within 60 days from travel	<b>YES</b>	Established Citizen's Charter enumerating the <i>vision and mission of the agency, frontline services offered, step by step procedure in availing of frontline services, employee responsible for each step, time needed to complete the procedure, amount of fees, required documents, procedure for filing complaints</i>
	<b>YES</b>	Annual reports, as required under national Budget Circular Nos. 507 and 507-AS dated January 31, 2007 and June 12, 2007, respectively for the last three (3) years	<b>YES</b>	Notice of Award (NOA) posted by the Bids and Awards Committee (BAC) through the Secretariat within three (3) calendar days from its issuance	<b>YES</b>	Cash advances for domestic travels liquidated within 30 days from travel	<b>YES</b>	Citizen's Charter posted as information billboard in all service offices of the agency
	<b>YES</b>	Agency approved budget and corresponding targets immediately upon approval of the General Appropriations Act of 2012	<b>YES</b>	Notice to Proceed and the approved contract posted in the PhilGEPS website within fifteen (15) calendar days from issuance	<b>YES</b>	Cash advances for special projects liquidated within 30 days upon completion of the project/ activity	<b>YES</b>	Citizen's Charter positioned at the main entrance of the office or at the most conspicuous place of service offices
	<b>YES</b>	Major programs and projects categorized in accordance with the five key result areas under E.O. No. 43, s 2011	<b>YES</b>	Invitations to Bid, NOA, NTP, and approved contracts posted in the Transparency Seal website of the agency*			<b>YES</b>	Citizen's Charter published, written either in English, Filipino, or in the local dialect
	<b>YES</b>	Program/ project beneficiaries as identified in the applicable special provisions						
	<b>YES</b>	Status of implementation and program/ project evaluation and/ or assessment reports						
	<b>YES</b>	Annual procurement plan, contracts awarded and the name of the contractors/ suppliers/ consultants						

\* This serves to rectify the non-posting of Invitations to Bid, NOA, NTP, and approved contracts before the deadline set by the AO 25 Inter-agency Task Force.