

DRAFT

2009 (2010?) CODE OF STUDENT CONDUCT

A Matrix of Comparison with Existing Rules

Legend

- RRSCD** **Rules and Regulations on Student Conduct and Discipline** (As approved by the Board of Regents at its 876th meeting on September 1976 superseding all previous rules on the subject, and amended at these BOR meetings: 908th, December 7, 1978; 923rd, January 31, 1980; 1017th, December 8, 1988; 1041st, July 4, 1991; 1051st , June 25 1992; and 1123rd, August 27, 1998.)
- RRRGFSOSO** **Revised Rules and Regulations Governing Fraternities, Sororities and Other Student Organizations** (Approved at the 1091st BOR Meeting, October 24, 1995)
- GGTU** **General Guidelines on Tambayans in U.P. Diliman**
- GARORUSO** **Guidelines on the Application for, or Renewal of, Official Recognition of University-based Student Organizations**
- AUP** **The Approved Acceptable Use Policy for Information Technology Resources of the UP System** (posted in the website of the University (<http://www.up.edu.ph>)).

DRAFT 2009 (2010?) CODE OF STUDENT CONDUCT	EXISTING PROVISIONS
<p>Article I. Declaration of Principles: "TATAK UP"</p> <p>We are the University of the Philippines.</p> <p>We seek the full development of all that is good in humans. We seek human flourishing.</p> <p>We shall flourish.</p> <p>We strive for academic excellence and the continuous search for truth. We believe that academic excellence is not passive. It is creative, innovative and results in optimal solutions. We believe excellence is visionary and purposive.</p> <p>We affirm that the search for truth is liberative and transformative.</p> <p>We shall flourish.</p> <p>We have integrity. We are consistent in thought, speech and action. We have the courage to stand for what is right even in the face of adversity.</p> <p>We shall flourish.</p> <p>We are concerned for the welfare of others. We are compassionate. We love our country and we work for its rightful place among the community of nations.</p>	<p>New Provision</p>

<p>We embody civility. We are fair and just in all our dealings. We contribute to peace and harmony.</p> <p>We shall flourish.</p> <p>We are the University of the Philippines.</p>	
<p>Article II. Basis of Discipline</p> <p>The University of the Philippines Diliman promulgates these rules to cultivate values and encourage virtues that make the Filipino proud. These values aim to strengthen character and nurture an intellectual elite.</p> <p>Ideally, while virtue cannot be legislated, the character that may be strengthened has dimensions of concern for others, a degree of selflessness, the pursuit of learning and wisdom, a sense of justice and fairness, the courage to stand for moral principles, and the encouragement of an environment where persons can flourish.</p> <p>The University respects and upholds the students' right of association. The University supports student organizations and activities as initiatives of students to show their capacity for autonomous governance and leadership.</p> <p>This Code is neither intended to restrict nor unnecessarily limit student activities but rather to provide the institutional parameters within which student activities can flourish. Certain primary institutional or social benefits are generated by the due observation of these parameters, among which are conviviality and security, the promotion of valuable initiatives, social cooperation and collective welfare.</p>	<p>Section 1. Basis of Discipline - Students shall at all times observe the laws of the land and the rules and regulations of the University. No disciplinary proceedings shall be instituted except for conduct prohibited by law or by the rules and regulations promulgated by duly constituted authority of the University. (Section 1, RRSCD)</p>

<p>Article III. Applicability</p> <p>This Code shall apply to UP Diliman, which includes UP Extension Program in Pampanga.</p>	<p>New provision</p>
<p>Article IV. Definitions</p> <p>For purposes of this Code, the following terms shall be defined thus:</p>	
<p>1. Academic year – as determined by the University.</p>	<p>New provision</p>
<p>2. Actual damages – as defined by law.</p>	<p>New provision</p>
<p>3. Admonition/reprimand –a written, formal reproof.</p>	<p>New provision</p>
<p>4. Alternative Dispute Resolution (ADR) – any process to amicably settle a dispute involving less serious misconduct by which the dispute is resolved by the parties themselves with the assistance of a third party.</p>	<p>New provision</p>
<p>5. Apology – a verified expression of contrition or remorse for wrong done.</p>	<p>New provision</p>
<p>6. Clearance – a written certification from the University that the student is cleared of all accountabilities.</p>	<p>New provision</p>
<p>7. College – all academic units such as College, School, Institute or Center.</p>	<p>New provision</p>
<p>8. Community service – any activity as provided by the disciplinary authority designed to provide for the public good in keeping with the overall goals of the community,</p>	<p>New provision</p>

such as community-wide beautification or public safety, provided that it should not displace regular employees, supplant employment opportunities ordinarily available, or impair contracts for services. Formula to convert suspension to community service:

Using fifteen (15) units as the minimum full load and two (2) hours as the average length of time spent per unit per week, thirty (30) hours per week of community service will be deemed equivalent to a suspension of every five (5) schooldays. Hence, a fifteen-schoolday suspension may be converted into ninety (90) hours of community service. Community service may be rendered within a period that is not more than two and a half (2 ½) times the length of the suspension.

Suspension	Equivalent in community service	Maximum period of implementation
5 schooldays	30 hours	2 ½ weeks
30 days	180 hours	2 ½ months
1 semester	30 hours/week throughout the semester	2 continuous semesters and one summer

Only penalties of one-semester suspension or less may be converted to community service.

9. **Day, week, month, year** – “It shall be understood that years are of three hundred sixty-five days each; months, of thirty days; days, of twenty-four hours; and nights, from sunset to sunrise. If months are designated by their name, they shall be computed by the number of days which

New provision

<p>they respectively have. In computing a period, the first day shall be excluded, and the last day included.”¹</p>	
<p>10. Educational activity – any activity that will enhance educational performance such as classes, tutorials, seminars, conferences and lectures.</p>	<p>New provision</p>
<p>11. Expulsion – permanent disqualification from attendance in the University.</p>	<p>New provision</p>
<p>12. Fine – financial sanction for misconduct.</p>	<p>New provision</p>
<p>13. Gambling – any game the result of which depends wholly or chiefly upon chance or hazard and wherein wagers consisting of money or articles of value are made.</p>	<p>New provision</p>
<p>14. Hearing – an opportunity for the parties to be heard.</p>	<p>New provision</p>
<p>15. Intellectual dishonesty – any fraudulent act performed by a student to achieve academic advantage or gain for oneself or others, including but not limited to:</p> <ul style="list-style-type: none"> a. Copying or providing the means to copy a classmate’s exam answers, homework, laboratory experiments, etc.; b. Allowing a classmate to copy from one’s own exam answers, homework, laboratory experiments, etc.; c. Possession and/or use of cheat devices during 	<p>New provision</p>

¹ New Civil Code (NCC)

<p>an examination;</p> <p>d. Distortion and/or destruction of data;</p> <p>e. Plagiarism, which shall be defined as the taking and use of another person's ideas, writings, inventions and similar intellectual products as one's own without knowledge, consent and/or accreditation;</p> <p>f. Submission of the same work to two or more courses for academic credit without the knowledge and/or consent of the teachers concerned;</p> <p>g. Deception, which shall be defined as providing false information concerning an academic activity;</p> <p>h. Allowing another person to take an examination in one's name, and/or impersonating another student or allowing someone to impersonate oneself in an academic activity;</p> <p>i. Manipulating a corrected exam paper; and</p> <p>j. Any other form of cheating or any act of dishonesty in relation to academic activity.</p>	
<p>16. Intellectual Property – as defined by the University Intellectual Property Rights Policy.</p>	<p>New provision</p>
<p>17. Less serious misconduct - all acts of misconduct not classified as serious misconduct under these rules. (See Appendix A.)</p>	<p>New provision</p>
<p>18. Official Report – includes any report duly submitted in</p>	<p>"Official Report" shall include any report duly</p>

<p>writing to any proper authority in the University by a faculty member, member of the University security force, any officer of a college or unit, or any officer of the University administration.</p>	<p>submitted in writing to any proper authority in the University by a faculty member, any member of the University security force, any officer of a college or unit, or any officer of the University administration. (Sec. 27, par. e, RRSCD)</p>
<p>19. Partisan political activity - refers to any act designed to promote the election or defeat of a particular candidate or candidates to a public office during the election and campaign period of a given year.</p>	<p>New provision</p>
<p>20. Reparation – appropriate compensation to the aggrieved party for damage and or loss.</p>	<p>New provision</p>
<p>21. Registered Student organization – a group of at least 20 students whose members and officers have completed at least one semester of residency in the University of the Philippines Diliman, who share goals and interests supportive of a healthy University life, and who has been officially registered by the University.</p>	<p>1. Definitions 1.2 A student organization is a group of at least 15 students who have common goals and interests, embark on joint activities in pursuit of these goals, and meet regularly to form close bonds. (1.2, GGTU)</p>
<p>22. Restitution – return of property to reverse unjust enrichment.</p>	<p>New provision</p>
<p>23. Retention – continuing status as student of the University by satisfying retention requirements such as good academic standing or retention grades.</p>	<p>New provision</p>
<p>24. Serious misconduct – all acts of misconduct not classified as less serious misconduct under these rules, and other analogous acts. (See Appendix A.)</p>	<p>New provision</p>
<p>25. Semester – academic period as determined by the</p>	<p>New provision</p>

University.	
<p>26. Student – any person admitted to and registered in a degree or non-degree program, or cross-registered in any course of the University on a regular or part-time basis, including one who is officially on leave of absence; and who has not yet been separated from the University formally through either transfer, graduation, honorable or dishonorable dismissal, expulsion or expiration of the period allowed for maximum residence, at the time of the commission of the misconduct, regardless of whether or not he/she is enrolled in any unit of the University at the time of the filing of the charge or during the pendency of the disciplinary proceedings against her/him.</p>	<p>“Student” shall refer to any person (1) admitted and registered, in a degree or non-degree program or cross-registered in any course of the University on a regular or part-time basis, including those who are officially on leave of absence and (2) who has not yet been separated from the University formally through either transfer, graduation, honorable or dishonorable dismissal or expulsion or expiration of the period allowed for maximum residence, at the time <i>of the commission of the offense</i>, regardless of whether or not he is <i>enrolled</i> in any unit of the University <i>at the time of the filing of the charge</i> or during the pendency of the disciplinary proceedings against him. (Sec. 27, par. e, RRSCD)</p>
<p>27. Suspension – an involuntary, temporary leave from the University wherein a student shall not be allowed to enroll even for residency and may not:</p> <ul style="list-style-type: none"> a. Attend classes and academic activities; b. Use campus facilities, including but not limited to athletic facilities, libraries and computer laboratories; c. Enter academic buildings and their premises; d. Participate in student activities within University premises; e. Have student jobs; f. Take exams; and g. Avail of any other privilege attendant to being a UP student. 	<p>SECTION 3. - Penalties of suspension shall take effect immediately upon the finality of the decision. A student under suspension shall not be allowed to enroll, attend classes, take examinations, use University facilities, or graduate during the effectivity of the suspension; provided, that, use of University facilities shall be understood to include using library facilities, residing in residence halls or dormitories owned by the University, undertaking field work or any other academic requirement, entering any academic building, etc.; provided, further, that a student under suspension shall not be allowed to enroll until his/her suspension shall have been fully served, except where the period of his/her suspension expires on the last day for late</p>

	registration. (Rule I, Sec. 3, RRRGFSOSO)
28. Suspension of registration – suspension of registration of a student organization.	New Provision
29. Tambayan - a space within the University which the members of a registered student organization officially occupy in order to conduct organization activities.	1. Definitions 1.1 A tambayan is a space within the University which the members of a student organization regularly occupy in order to conduct organization activities. (1.2, GGTU)
30. University Official – for purposes of this Code, includes all University employees, such as teaching and non-teaching staff, and independent contractors assigned to the University.	New Provision
31. University premises – as defined by the University’s certificates of title, including those of the UP Extension Program in Pampanga.	New Provision
32. Withdrawal of degree – cancellation of degree granted.	New Provision
33. Withdrawal of registration – withdrawal of registration and all privileges attendant to registration.	New Provision
All terms, unless specifically defined, should be understood in their ordinary meaning.	New Provision

<p>Article V. Rights, Privileges and Responsibilities of Students and Registered Student Organizations</p> <p>Students and registered student organizations shall enjoy the following rights and privileges and shall be expected to fulfill the consequent responsibilities.</p>	New Provision
<p>Section 1. Rights as defined by applicable laws, such as but not limited to</p> <ul style="list-style-type: none"> a. 1987 Philippine Constitution; b. Batas Pambansa 232, as amended (Education Act of 1982); c. Republic Act No. 7079 (Campus Journalism Act); d. Republic Act No. 7277 (Magna Carta for Disabled Persons); e. Republic Act No. 9500 (UP Charter); and f. Republic Act No. 7877 (Anti-Sexual Harassment Act). 	New Provision
<p>Section 2. Privileges</p>	
<ul style="list-style-type: none"> a. Responsible use of the name and seal of the University with permission; b. Use of University facilities and premises for legal purposes with permission; and 	<ul style="list-style-type: none"> 1. Any student organization which would want to use the facilities of the University of the Philippines and seek to use/ attach/annex the name of the University (University of the Philippines, U.P. etc.) to the name of the organization must apply for or renew their recognition every academic year with the OFFICE OF STUDENT ACTIVITIES (OSA), VINZONS HALL ANNEX. No student organization shall be allowed to use/affix/attach/ annex the name of the University without such recognition. (No. 1, GARORUSO)
<ul style="list-style-type: none"> c. Eligibility for grants and financial assistance. 	New provision

Section 3. Responsibilities as provided by this Code.		New provision
Article VI. Guidelines for Students and Registered Student Organizations The University encourages students to engage in activities that help them flourish as individuals and as groups. Students and student organizations may not be subjected to any disciplinary proceeding except as provided in this Code.		Basis of Discipline - Students shall at all times observe the laws of the land and the rules and regulations of the University. No disciplinary proceedings shall be instituted except for conduct prohibited by law or by the rules and regulations promulgated by duly constituted authority of the University. (Sec. 1, RRSCD)
Section 1. Acts of Misconduct and Sanctions for Students		
Section 1.1. Intellectual Dishonesty		
Acts of Misconduct (See Appendix A.)	Sanctions (See Appendix B.)	
Committing any form of intellectual dishonesty such as, but not limited to,	Additional sanctions for all acts of Intellectual Dishonesty: <ul style="list-style-type: none"> • Withdrawal of degree • Withdrawal of honors • Disqualification from graduation with honors • Cancellation of registration • Withdrawal of IT privileges for any acts described in item number 1 under Article VI Section 1.5.2. 	Specific Misconduct - A student shall be subject to disciplinary action for any of the following acts: (a) Any form of cheating in examinations or any act of dishonesty in relation to his studies. (Sec. 2, par. a, RRSCD) Section 25. Sanctions Any student found guilty of the misconduct defined in Section 2 (a) shall be penalized with suspension for not less than one (1) year. 1) All cases involving cheating or dishonesty shall be investigated by a College/Unit but shall

		<p>automatically be subject to review by the Chancellor.</p> <p>2) Students found guilty of cheating/ dishonesty shall be barred from graduating with honors, even if their weighted average is within the requirement for graduation with honors. (Sec. 25, par. a, RRSCD)</p>
a. Plagiarism;	<p>1. For the first violation, suspension for a minimum of one (1) semester, to expulsion;</p> <p>2. For the second violation, expulsion.</p>	New Provision
b. Distortion and/or destruction of data;	<p>1. For the first violation, suspension for a minimum of one (1) semester, to expulsion;</p> <p>2. For the second violation, expulsion.</p>	New Provision
c. Copying or providing the means or accessing means to copy exam answers, homework, projects, laboratory experiments, term papers, etc.; possession and/or use of cheat devices during an examination; allowing another person to take an examination in one's name, and/or impersonating another student or allowing	<p>1. For the first violation, suspension for a minimum of two (2) months, to expulsion;</p> <p>2. For the second violation, expulsion.</p>	New Provision

<p>someone to impersonate oneself in an academic activity; and manipulating a corrected exam paper</p>		
<p>d. Submission of the same work in two or more courses without the instructors' consent;</p>	<p>1. For the first violation, suspension for a minimum of one (1) month, to two (2) years;</p> <p>2. For the second violation, expulsion.</p>	<p>New Provision</p>
<p>e. Other acts analogous to a, b, c, and/or d.</p>	<p>1. For the first violation, suspension for a minimum of one (1) month, to expulsion;</p> <p>2. For the second violation, expulsion.</p>	<p>New Provision</p>
<p>Section 1.2. Fraud</p>		
<p>Making a false statement and practicing any deception or fraud in connection with</p>		<p>Specific Misconduct - A student shall be subject to disciplinary action for any of the following acts:</p> <p>(h) Making a false statement of any material fact, or practicing or attempting to practice any deception or fraud in connection with his admission or registration in, or graduation from the University. (Sec. 2, par. h, RRSCD)</p> <p>Section 25. Sanctions</p> <p>(h) Any student found guilty of the misconduct</p>
<p>a. Admission to the University;</p>	<p>The admission to the University of any student found to have committed the misconduct defined in Article VI Section 1.2a shall be declared by the University Registrar to be null and void; s/he shall be permanently barred from</p>	

	admission.	<p>defined in Section 2 (h) shall be penalized as follows:</p> <ol style="list-style-type: none"> 1. For the first offense, by suspension for a period of not less than one (1) semester, but not more than one (1) year; 2. For the second offense, the penalty shall be Expulsion. (Sec. 25, par. h, RRSCD)
b. Registration in the University;	<ol style="list-style-type: none"> 1. For the first violation, suspension for one (1) year to expulsion; 2. For the second violation, expulsion. <p>Possible additional sanctions:</p> <ul style="list-style-type: none"> • cancellation of registration in the course(s) for which the fraudulent act was committed • no refund of tuition and other fees • disqualification from graduation with honors • withdrawal of degree upon recommendation of disciplinary body 	
c. Retention in the University;	<ol style="list-style-type: none"> 1. For the first violation, suspension for one (1) year to expulsion; 2. For the second violation, expulsion. <p>Possible additional sanctions:</p> <ul style="list-style-type: none"> • cancellation of registration for the course(s) for which the fraudulent act was committed 	New Provision

	<ul style="list-style-type: none"> • no refund of tuition and other fees • no graduation with honors • withdrawal of degree upon recommendation of disciplinary body 	
d. Graduation from the University;	<p>Expulsion.</p> <p>The degree granted to any student found to have committed the misconduct defined in Article VI Section 1.2.d shall be recommended to the Board of Regents (BOR) for withdrawal.</p>	<p>Specific Misconduct - A student shall be subject to disciplinary action for any of the following acts:</p> <p>(h) Making a false statement of any material fact, or practicing or attempting to practice any deception or fraud in connection with his admission or registration in, or graduation from the University. (Sec. 2, par. h, RRSCD)</p> <p>Section 25. Sanctions</p> <p>(h) Any student found guilty of the misconduct defined in Section 2 (h) shall be penalized as follows:</p> <ol style="list-style-type: none"> 1. For the first offense, by suspension for a period of not less than one (1) semester, but not more than one (1) year; 2. For the second offense, the penalty shall be Expulsion. (Sec. 25, par. h, RRSCD)
e. Application to and/or receiving any scholarship or grant funded or managed by the University and its affiliated institutions;	<ul style="list-style-type: none"> • Suspension for a minimum of one (1) semester to expulsion; • Reimbursement of full cost of UP education (based on 	<p>Specific Misconduct - A student shall be subject to disciplinary action for any of the following acts:</p> <p>(i) Practicing or attempting to practice any deception or fraud in connection with his</p>

		<p>the highest STFAP Bracket when the student entered the University) for the semester(s) that s/he was able to enjoy the scholarship; or reimbursement of the full cost of the grant, its processing, plus interest; and,</p> <ul style="list-style-type: none"> • Permanent disqualification from all scholarships or grants funded or managed by the University and its affiliated institutions. <p>Possible additional sanction: Disqualification from graduation with honors.</p>	<p>application in any University funded or sponsored scholarship or grant (<i>Sec. 2, par. i, RRSCD</i>)</p> <p>Section 25. Sanctions</p> <p>(i) Any student found guilty of the misconduct defined in Section 2 (i) shall be penalized as follows:</p> <ol style="list-style-type: none"> 1) For the first offense, by suspension for a period of not less than one (1) semester, but not more than one (1) year; 2) For the second offense, the penalty shall be Expulsion. 3) Any student found guilty of willfully withholding or misrepresenting information in his application to the Socialized Tuition and Financial Assistance Program (STFAP) shall be subject to the following guidelines on penalties for STFAP violations: <ol style="list-style-type: none"> a. If the information withheld involves common appliances, e.g. owned by majority of the population, the recommended penalty is one semester suspension, reimbursement of STFAP benefits received, plus permanent disqualification from STFAP and other scholarships. b. If the information withheld involves
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			<p>appliances which may be used to indicate capacity to pay, the recommended penalty is one year suspension, reimbursement of STFAP benefits received and permanent disqualification from STFAP and other scholarships.</p> <p>c. If the information withheld is substantial such as car, income employment, real properties, the recommended penalty is expulsion plus reimbursement of all STFAP benefits.</p> <p>d. If the student is found to have submitted falsified documents, the recommended penalty is expulsion plus reimbursement of STFAP benefits.</p> <p>e. If the student pleads guilty, he should be made to reimburse all STFAP benefits received either before the decision is made or reimbursement is made a precondition for enrollment.</p> <p>Furthermore, if the information withheld is grave such as in Nos. 3), c and 3), d above, the recommended penalty is two years suspension and permanent disqualification from STFAP and other scholarships. (Sec. 25, par. i, RRSCD)</p>
	f. Registration of student organizations;	1. For the first violation, suspension of officers at the time application was made,	New provision

	<p>for a minimum of one (1) semester, to expulsion;</p> <p>2. For the second violation, expulsion.</p> <p>Possible additional sanction: Disqualification from graduation with honors.</p>	
g. Use of University facilities by, or in the name of, student organizations;	<p>1. For the first violation, suspension of officers and individuals who applied for and/or used the University facilities under the name of the organization for a minimum of one (1) semester, to expulsion;</p> <p>2. For the second violation, expulsion.</p> <p>Possible additional sanction: Disqualification from graduation with honors.</p>	New provision
h. Use of intellectual property of the University.	<p>1. For the first violation, suspension for a minimum of one (1) semester, to expulsion;</p> <p>2. For the second violation, expulsion.</p> <p>Possible additional sanction:</p>	New provision

		Disqualification from graduation with honors.	
	Section 1.3. Harm		
	Section 1.3.1. Harm to Persons		
		Possible additional sanction: Disqualification from graduation with honors.	New provision
	a. Creating within the University premises disorder, tumult, breach of peace, or serious disturbance resulting to harm to persons;	<p>1. For the first violation, suspension for a period ranging from fifteen (15) days to one (1) semester, or community service;</p> <p>2. For the second violation, suspension for one (1) semester to one (1) academic year;</p> <p>3. For the third violation, suspension for one (1) academic year to expulsion.</p> <p>Provided, that if the misconduct is committed by two (2) or more persons acting in concert, the sanction shall be as follows:</p> <p>1. For the first violation, suspension of the students</p>	<p>Specific Misconduct - A student shall be subject to disciplinary action for any of the following acts:</p> <p>(g) Creating within the University premises disorder, tumult, breach of peace, or serious disturbance. (Sec. 2, par. g, RRSCD)</p> <p>Section 25. Sanctions</p> <p>(g) Any student found guilty of the misconduct defined in Section 2 (g) shall be penalized with suspension for not less than fifteen (15) calendar days, but not more than forty-five (45) calendar days; Provided, that should the student be found guilty for the third time, the penalty shall be Expulsion. (Sec. 25, par. g, RRSCD)</p> <hr/> <p>Actionable Misconduct and Penalties</p> <p>Section 1. Members and officers of fraternities, sororities and other student organizations shall be</p>

		<p>involved in the disorder for one (1) semester to one (1) academic year;</p> <p>2. For the second violation, expulsion.</p> <p>Provided further, that if the misconduct involves the use of objects listed in Article VI Section 1.4b, the sanction shall be expulsion.</p>	<p>subject to disciplinary action for the following acts and shall be penalized as follows:</p> <p>A. Any such member or officer who commits, or engages in, any acts specified below shall be expelled from the University whether or not the acts are committed within or outside University premises:</p> <p>1. Participating in any rumble, engaging in fisticuffs with, or physically attacking, a member of other fraternities, sororities or student organizations, or</p>
	<p>b. Physically attacking any person;</p>	<p>1. For the first violation, the sanction shall be:</p> <p>If the victim is medically certified to have sustained injury but is capacitated, e.g., able to attend classes or work, suspension for thirty (30) days to expulsion;</p> <p>If the victim is not hospitalized or is hospitalized for less than seven (7) days and is medically certified to be incapacitated, e.g., unable to attend classes or work, suspension for one (1) semester to expulsion;</p> <p>If the victim is hospitalized at least seven (7) days as a</p>	<p>2. Physically attacking any other student official, faculty member or employee of the University, or any other person in connection with any matter relating to fraternities, sororities or other student organizations.</p> <p>A rumble is a violent confrontation between two or more students belonging to different fraternities, sororities or other student organizations.</p> <p>(Rule 1, Section 1.A, RRRGFSOSO)</p> <p>Xxx</p> <p>C. Any such member or officer who commit acts of provocation which result in heated confrontation between fraternities, sororities, and other student organizations shall be suspended for one (1) year; provided, however, that in case the</p>

	<p>consequence of the act, suspension for one (1) year to expulsion; and</p> <p>If the victim dies as a result of the act, expulsion;</p> <p>Provided, that if the physical attack is committed against a University official or person in authority, the sanction shall be expulsion.</p> <p>Provided further, that if the physical attack is committed by two or more persons acting in concert, the sanction shall be expulsion.</p> <p>2. For the second violation, expulsion.</p>	<p>provocation results in a rumble, fisticuffs or a physical attack, the erring student shall be expelled from the University.</p> <p>There is sufficient provocation when a person or party excites, incites or induces another to execute an act; when one irritates or annoys one with improper or unjust acts, or words or deeds that are vexing.</p> <p>There is a heated confrontation when, as a result of the immediately preceding act of sufficient provocation, words are exchanged in a hostile, challenging, insulting, irritating or annoying manner or conduct between the parties.</p> <p>Xxx</p> <p>In case of a second offense... the erring students shall be expelled from the University.</p> <p>(Rule 1, Section 1.C, RRRGFSOSO)</p>
<p>c. Engaging in any of the acts described in RA 8049 otherwise known as the Anti-Hazing Law;</p>	<p>Expulsion of the officers of the organization and members involved in the act.</p> <p>The neophyte who allows herself/himself to be subjected to such rites and rituals shall be suspended for one (1) week to one (1) semester and shall be required to undergo</p>	<p>SECTION 1. Members and officers of fraternities, sororities and other student organizations shall be subject to disciplinary action for the following acts and shall be penalized as follows:</p> <p>B. Any such member or officer who engages in any form of physical initiation or hazing resulting in or causing physical injury, as well as the neophyte who allows himself/herself to be subjected to hazing, shall be expelled,</p>

		<p>counseling. The parent(s) or guardian(s) of the student shall be notified.</p>	<p>unless the student concerned agrees to become a witness for the University. (Sec. 1, par. B, RRGFSOSO)</p>
	<p>d. Accepting for membership a student who has not completed a one-semester residency in UP Diliman in a registered student organization;</p>	<p>Suspension for one (1) semester to one (1) academic year;</p> <p>Provided further, that any student found to have accepted two or more such students to the organization, the sanction shall be suspension for one (1) academic year to expulsion.</p> <p>The student who allows herself/himself to be accepted for membership shall be suspended for one (1) semester to one (1) year and shall be required to undergo counseling. The parent(s) or guardian(s) of the student shall be notified.</p>	<p>H. Any such member or officer of fraternities or sororities who recruits a college freshman or first year student taking a first undergraduate degree shall be suspended for at least one (1) year and the student recruited as well as all officers of the fraternities or sororities concerned shall likewise be suspended for a similar period.</p> <p>The recruitment of two or more college freshman or first year students, in any manner, shall be taken as evidence of the fraternities or sororities' policy of recruitment in violation of the foregoing provision; in which case, all the officers of the fraternities or sororities concerned shall be suspended for at least one (1) year.</p> <p>As used in these rules, the term college freshmen shall refer to students in the first year of their first undergraduate course as well as any college student who has earned not more than thirty (30) units of academic credits in any baccalaureate or certificate program, but not including graduate program, post-baccalaureate program or any non-degree program of the University; provided, that a grade of incomplete in any subject or course shall not be construed as a unit earned in said subject or course.</p> <p>x x x</p>

			<p>In case of a second offense committed under paragraphs C, D, G, H and I above, the erring students shall be expelled from the University. (Sec. 1, par. H, RRGFSOSO)</p>
	<p>e. Disrespect towards any person, which includes, but not limited to, insulting and/or threatening behavior or use of profane or insulting and/or threatening language;</p>	<p>1. For the first violation, suspension for one (1) month to one (1) semester and a verified written apology acceptable to the offended party;</p> <p>Provided, that if the misconduct is committed against a University official, faculty member or person in authority, suspension for a minimum of one (1) semester to one (1) academic year and a verified written apology acceptable to the offended party.</p> <p>Provided further, that if the misconduct is committed by two or more persons acting in concert, suspension for a minimum of one (1) academic year and a verified written apology acceptable to the offended party to expulsion.</p> <p>Refusal to provide a verified written apology acceptable</p>	<p>Specific Misconduct - A student shall be subject to disciplinary action for any of the following acts:</p> <p>(f) Gross and deliberate discourtesy to any University official, faculty member or person in authority. (Sec. 2, par. f, RRSCD)</p> <p>Section 25. Sanctions</p> <p>(f) Any student found guilty of the misconduct defined in Section 2 (f) shall be penalized with suspension for not less than thirty (30) calendar days, but not more than one (1) semester; <i>Provided</i>, that the penalty for the second offense shall be Expulsion; and <i>Provided</i> further, that should the student assault, strike, or inflict physical violence upon any University official, faculty member or person in authority, the penalty shall be Expulsion. (Sec. 25, par. f, RRSCD)</p> <hr/> <p>Actionable Misconduct and Penalties</p> <p>Section 1. D. Any such member or officer who exhibits gross or deliberate discourtesy to any University official, faculty member, employee, disciplining authorities or their agents, in connection with fraternity, sorority and other</p>

	<p>to the offended party will be sanctioned with expulsion. The apology should be written and sent to the offended party within fifteen (15) days from receipt of suspension order.</p> <p>2. For the second violation, expulsion.</p>	<p>student organization-related incident, shall be suspended for at least one year.</p> <p>In case of a second offense... the erring students shall be expelled from the University.</p> <p>(Rule 1, Section 1.D, RRRGFSOSO)</p>
<p>f. All acts described in the Anti-Sexual Harassment Act of 1995 (R.A. 7877) and its Implementing Rules and Regulations (IRR) approved by the Board of Regents.</p>	<p>1. For the first violation, suspension for one (1) semester to one (1) academic year.</p> <p>2. For subsequent violations, suspension for one (1) year to expulsion.</p> <p>The student shall be required to undergo counseling. The parent(s) or guardian(s) of the student shall be notified.</p>	<p>New provision</p>
<p>Subsection 1.3.2. Harm to Things</p>		
<p>a. Damaging or defacing property within University premises, including but not limited to, littering and vandalism;</p>	<p>1. For the first violation, suspension from one (1) week to one (1) academic year, or community service; or</p> <p>2. For the second violation, suspension from fifteen (15) days to expulsion;</p>	<p>Specific Misconduct - A student shall be subject to disciplinary action for any of the following acts:</p> <p>(j) Damaging or defacing University property. (Sec. 2, par. j, RRSCD)</p> <p>Section 25. Sanctions</p>

		<p>3. For the third violation, suspension for a period of one (1) semester to expulsion.</p> <p>In all cases, the student shall be required to repair the damage done at her/his expense or to pay the costs incurred in repairing such damage. No clearance shall be issued until such damage is fully compensated by the student.</p> <p>Provided, that if the misconduct is committed by two (2) or more persons acting in concert and/or committed on the occasion of violent confrontations or any similar disturbance, the sanction shall be as follows:</p> <p>1. For the first violation, suspension for one (1) month to expulsion;</p> <p>2. For the second violation, expulsion.</p> <p>In either case, the students shall be required to repair the damage done at their</p>	<p>(j) Any student found guilty of the misconduct defined in Section 2 (j) shall be penalized with suspension for not less than fifteen (15) calendar days, but not more than forty-five (45) calendar days; <i>Provided</i>, that should the student be found guilty for the third time, the penalty shall be Expulsion. In addition, the student may also be required to pay for the repair and/or replacement of the damaged property. (Sec. 25, par. j, RRSCD)</p> <hr/> <p>Actionable Misconduct and Penalties</p> <p>Section 1.G. Any such member or officer who causes damage to University property, or property of any private person within the University premises, on the occasion of a rumble, hazing, tumultuous affray or any similar disturbance shall be suspended for at least one (1) year; provided, that, if any death, or serious or less serious physical injury is caused to another person by reason of, or on the occasion of said destruction of property, the erring student shall be expelled from the University; provided, further, that if University property is damaged, he/she shall be required to repair the damage done at his/her expense or to reimburse the University for costs incurred in repairing such damage, and no clearance shall be issued until such damage is fully compensated by the respondent.</p> <p>In case of a second offense... the erring</p>
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		<p>expense or to pay the costs incurred in repairing such damage. No clearance shall be issued until such damage is fully compensated by the students.</p>	<p>students shall be expelled from the University. (Rule 1, Section 1.G, RRRGFSOSO)</p>
	<p>b. Stealing within University premises.</p>	<p>1. For the first violation, suspension for one (1) week to one (1) academic year or community service; or</p> <p>2. For the second violation, suspension for two (2) weeks to expulsion;</p> <p>3. For the third violation, suspension for a period of one (1) semester to expulsion.</p> <p>In all cases, the student shall be required to make restitution and/or reparation, and repair any damage done at her/his expense or to pay the costs incurred in repairing such damage. No clearance shall be issued until the stolen property is returned or replaced or any damage is fully compensated by the student.</p> <p>Provided, that if the</p>	<p>Specific Misconduct - A student shall be subject to disciplinary action for any of the following acts:</p> <p>(l) Unlawfully taking of University property. (Sec. 2, par. 1, RRSCD)</p> <p>Section 25. Sanctions</p> <p>(l) Any student found guilty of the misconduct defined in Section 2 (l) shall be penalized with suspension for not less than fifteen (15) calendar days, but not more than forty-five (45) calendar days; <i>Provided</i>, that should the student be found guilty for the third time, the penalty shall be Expulsion. In addition, the student may also be required to pay for, or replace, the stolen property. (Sec. 2, par. 1, RRSCD)</p>

	<p>misconduct is committed by two (2) or more persons acting in concert and/or committed on the occasion of violent confrontations or any similar disturbance, the sanction shall be as follows:</p> <ol style="list-style-type: none"> 1. For the first violation, suspension for one (1) month to expulsion; 2. For the second violation, expulsion. <p>In either case, the students shall be required to make restitution and/or reparation, and repair the damage done at their expense or to pay the costs incurred in repairing such damage. No clearance shall be issued until the stolen property is returned or replaced and any damage is fully compensated by the students.</p>	
Section 1.4. Other Inappropriate Behavior		
	<p>Possible additional sanction: Disqualification from graduation with honors.</p>	New provision

<p>a. Drinking of alcoholic beverages and/or drunken behavior within University premises, except where and when expressly allowed by the Chancellor;</p>	<p>Admonition to suspension for three (3) to fifteen (15) days or community service;</p>	<p>Specific Misconduct - A student shall be subject to disciplinary action for any of the following acts:</p> <p>(c) Drinking of alcoholic beverages within academic and administrative buildings, dormitories, and the immediate premises thereof, except in places expressly allowed by the University, or drunken behavior within the University premises. (Sec. 2, par. c, RRSCD)</p> <p>Section 25. Sanctions</p> <p>c) Any student found guilty of the misconduct defined in Section 2 (c) shall be penalized with suspension for not less than seven (7) calendar days, but not more than thirty (30) calendar days; <i>Provided</i>, that should the student be found guilty for the fourth time, the penalty shall be Expulsion. (Sec. 25, par. c, RRSCD)</p>
<p>b. Possession and/or use within the University premises of any dangerous or deadly or potentially deadly object or material such as, but not limited to, firearm; any bladed or pointed object; stick, pipe, or any similar object; and chemicals, unless required in his/her course;</p>	<p>1. For the first violation, suspension for one (1) month to one (1) year;</p> <p>Provided, that should the deadly weapon be a firearm, explosive, or any similar device, the sanction shall be expulsion;</p> <p>Provided, that if the misconduct is committed by two (2) or more persons acting</p>	<p>Specific Misconduct - A student shall be subject to disciplinary action for any of the following acts:</p> <p>(b) Carrying within University premises any firearm, knife with a blade longer than 2 1/2 inches, or any other dangerous or deadly weapon; <i>Provided</i>, That this shall not apply to one who shall possess the same in connection with his studies and who has a permit from the dean or director of his college or school. (Sec. 2, par. b, RRSCD)</p> <p>Section 25. Sanctions</p>

		<p>in concert, the sanction shall be expulsion.</p> <p>2. For the second violation, suspension for one (1) year to expulsion.</p> <p>Provided, that if the misconduct is committed by two (2) or more persons acting in concert, the sanction shall be expulsion.</p>	<p>(b) Any student found guilty of the misconduct defined in section 2 (b) shall be penalized as follows:</p> <ol style="list-style-type: none"> 1) For the first offense, suspension for a period not less than fifteen (15) calendar days but not more than thirty (30) calendar days; 2) For the second offense, suspension for a period of not less than thirty calendar days but not more than one (1) semester; 3) For the third offense, the penalty shall be Expulsion; <i>Provided</i>, that should the deadly weapon be a firearm, the penalty for first the offense shall be suspension for not less than thirty (30) calendar days but not more than one (1) semester; for the second offense, the penalty shall be Expulsion. (Sec. 25, par. b, RRSCD) <hr/> <p>Actionable Misconduct and Penalties</p> <p>Section 1.E. Any such member or officer found carrying or possessing within University premises any firearm, Molotov bomb, pillbox or other explosives, knife with a blade longer than two and a half (2 ½) inches, metal pipe, or any other dangerous or deadly weapon, and banned substances enumerated under the Dangerous Drugs Act (Republic Act No. 6425, as amended) shall be expelled from the University; provided, however, that stones, baseball bats, night sticks,</p>
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			<p>rattan sticks, or similar wooden instruments, paper cutters, teargas, scalpels, icepicks and other similar object capable of causing physical injuries shall be deemed dangerous and deadly weapons if the erring person possesses them in preparation for or immediately before, during, or after an attack, confrontation, or rumble; provided, further, that possession of such objects by two or more members or officers shall be deemed to be in preparation for an attack, confrontation or rumble. (Rule 1, Section 1.D, RRRGFSOSO)</p>
	<p>c. Unauthorized possession and/or use of regulated or prohibited drugs or substances enumerated in the Comprehensive Dangerous Drugs Act of 2002 (as amended), within the University premises;</p>	<p>1. For the first violation, suspension for one (1) semester to one (1) academic year;</p> <p>2. For the second violation, suspension from one (1) academic year to expulsion;</p> <p>For the first and second violations, the student shall be required to undergo counseling. Rehabilitation may be required at the student's expense. The parent(s) or guardian(s) of the student shall be notified;</p> <p>3. For the third violation, expulsion.</p>	<p>Specific Misconduct - A student shall be subject to disciplinary action for any of the following acts:</p> <p>(d) Unauthorized or illegal possession or use of prohibited drugs or chemicals, or other banned substances enumerated in the Dangerous Drugs Act of 1972 (as amended), such as LSD, marijuana, heroin, shabu, or opiates and hallucinogenic drugs in any form within the University premises. (Sec. 2, par. d, RRSCD)</p> <p>Section 25. Sanctions</p> <p>(d) Any student found guilty of the misconduct defined in Section 2 (d) shall be penalized with suspension for not less than fifteen (15) calendar days, but not more than forty-five (45) calendar days; <i>Provided</i>, that should the student be found guilty for the third time, the penalty shall be Expulsion. (Sec. 25, par. d,</p>

		RRSCD)
d. Gambling within the University premises;	Admonition to suspension for three (3) days to two (2) months or community service. The student may be advised to undergo counseling.	<p>Specific Misconduct - A student shall be subject to disciplinary action for any of the following acts:</p> <p>(e) Gambling within the University premises. (Sec. 2, par. e, RRSCD)</p> <p>Section 25. Sanctions</p> <p>(e) Any student found guilty of the misconduct defined in Section 2 (e) shall be penalized with suspension for not less than seven (7) calendar days, but not more than thirty (30) calendar days; <i>Provided</i>, that should the student be found guilty for the fourth time, the penalty shall be Expulsion. (Sec. 2, par. e, RRSCD)</p>
e. Engaging in disgraceful conduct within University premises;	Admonition to expulsion. The student may be advised to undergo counseling.	<p>Specific Misconduct - A student shall be subject to disciplinary action for any of the following acts:</p> <p>(k) Disgraceful or immoral conduct within University premises. (Sec. 2, par. k, RRSCD)</p> <p>Section 25. Sanctions</p> <p>(k) Any student found guilty of the misconduct defined in Section 2 (k) shall be penalized with suspension for not less than seven (7) calendar days, but not more than thirty (30) calendar days; <i>Provided</i>, that should the student be found guilty for the third time, the penalty shall be Expulsion. (Sec. 25, par. k,</p>

		RRSCD)
f. Willfully disobeying any lawful order or directive by the Chancellor, Vice-Chancellors, Deans, Directors of academic units, College Secretaries, OSA Director and members of disciplinary bodies, including but not limited to, summons for purposes of investigation and other proceedings.	<p>1. For the first violation, suspension for seven (7) days to thirty (30) days or community service;</p> <p>2. For the second violation, suspension for thirty (30) days to one (1) semester or community service;</p> <p>3. For the third violation, expulsion.</p>	<p>Actionable Misconduct and Penalties</p> <p>Section 1.F. Any such member or officer who willfully fails to comply with summons by the Vice Chancellor for Student Affairs or equivalent official in the autonomous university, the Student Disciplinary Tribunal, Deans or their representatives for the purposes of investigation and other proceedings conducted in connection with fraternity, sorority, and other student organization-related misconduct shall be automatically suspended by the Chancellor until the person concerned complies therewith; provided, that such suspension shall not exceed sixty (60) calendar days. (Rule 1, Section 1.F, RRRGFSOSO)</p>
Section 1.5. AUP² Violations		New provision.
Violation of the Approved Acceptable Use Policy for Information Technology (IT) Resources of the UP System (October 31, 2002, as amended).	Possible additional sanction: Disqualification from graduation with honors.	
Section 1.5.1. Uses Contrary To Law		
1. Unlawful use.	Violators shall suffer a sanction ranging from suspension for	

² The Approved Acceptable Use Policy (AUP) for Information Technology (IT) Resources of the UP System is posted in the website of the University (<http://www.up.edu.ph>).

<p>Users may not use the IT System for any activity that is contrary to any law or administrative rule or regulation, or to encourage any such unlawful activity.</p>	<p>one year to expulsion or dismissal</p>	
<p>2. Infringement of protected material.</p> <p>Users must not infringe on the copyright and other property rights covering software, databases and all other copyrighted material such as text, images, icons, retrieved from or through the IT System. These acts shall include, but is not limited to, the unauthorized copying, reproduction, dissemination, distribution, importation, use, removal, alteration, substitution, modification, storage, unloading, downloading, communication, publication or broadcasting of such material. Users must properly attribute any material they copy from or through the IT System. Users are reminded that the infringement of intellectual property rights belonging to others through the use of</p>	<p>Violators shall suffer a sanction ranging from suspension for one month to expulsion or dismissal.</p>	

<p>telecommunications networks is a criminal violation under Section 33(b) of the Electronic Commerce Act.</p>		
<p>3. Hacking.</p> <p>Users may not use the IT System to gain unauthorized access into or interfere with another computer, system, server, information or communication system, or to obtain any access in order to corrupt, alter, steal or destroy any such system or information within such system or to introduce viruses. Users are reminded that all of the foregoing acts constitute the crime of Hacking under Section 33(a) of the Electronic Commerce Act and are punishable by mandatory imprisonment and/or a fine.</p>	<p>Violators shall suffer a sanction ranging from suspension for one year to expulsion or dismissal. The sanction shall carry with it permanent withdrawal of all IT privileges.</p>	
<p>Section 1.5.2. Uses Inconsistent With The Purposes Of The UP System</p>		
<p>1. Cheating.</p> <p>Users may not use the IT System to engage in cheating or academic dishonesty. Acts</p>	<p>See Article VI Section 1.1.</p>	

<p>prohibited under this provision include but are not limited to the following:</p> <p>1.1. Copying a computer file that contains another person's work and submitting it for one's own credit;</p> <p>1.2. Copying a computer file that contains another person's work and using it as a model for one's own work;</p> <p>1.3. Collaborating on a work, sharing the computer files and submitting the shared file, or a modification thereof, as one's individual work, when the work is supposed to be done individually; and</p> <p>1.4. Communicating with another person on-line during the conduct of an examination.</p>		
<p>2. Political use.</p> <p>Users may not use the IT System for any partisan political activities not related to appropriate University functions except in a purely</p>	<p>Violators shall suffer a sanction ranging from suspension for one month to one year.</p>	

<p>incidental manner.</p>		
<p>3. Unauthorized Commercial use.</p> <p>Users may not use the IT System for commercial purposes, except as permitted under other written policies of the UP SYSTEM or with the written approval of a competent authority.</p>	<p>Violators shall suffer a sanction ranging from suspension for one month to one year with fine. If the violator is a student, the fine shall be P1,000.00 or the amount equivalent to the earnings, whichever is higher.</p>	
<p>4. Personal use.</p> <p>Users may not use the IT System for personal activities not related to appropriate University functions except in a purely incidental manner.</p>	<p>Violators shall suffer a sanction ranging from suspension for one month to one year.</p>	
<p>5. Unauthorized gaming or entertainment.</p> <p>Users may not play games or use entertainment software on or through the IT System unless authorized in writing by competent authorities. The presence of game software or any part thereof may be presumptive evidence of unauthorized gaming or entertainment.</p>	<p>Violators shall suffer a sanction ranging from suspension for one week to one year; Provided, that the sanction for habitual violation shall be expulsion or dismissal.</p>	

<p>6. Use contrary to University policy or contract.</p> <p>Users may not use the IT System in violation of other policies of the University, or in any manner inconsistent with the contractual obligations of the University.</p>	<p>Violators shall suffer a sanction ranging from suspension for one week to one year in addition to the sanction of the violation facilitated through IT network.</p>	
<p>Section 1.5.3. Uses That Damage the Integrity, Reliability, Confidentiality and Efficiency of the IT System</p>		
<p>1. Software and hardware installation and removal.</p> <p>Unless properly authorized, users may not destroy, remove, modify or install any computer equipment, peripheral, operating system, disk partition, software, database, or other component of the IT System; or connect any computer unit or external network to the IT System.</p>	<p>Violators shall suffer a sanction ranging from suspension for one month to expulsion.</p>	
<p>2. Unauthorized or destructive programs.</p> <p>Unless properly authorized and part of her/his administrative or academic duties, users may</p>	<p>Violators shall suffer a sanction ranging from suspension for one year to expulsion.</p>	

<p>not develop or use programs on the IT System that may or are intended to:</p> <p>2.1. interfere with the ability of the UP System to enforce these policies;</p> <p>2.2. damage any software or hardware component of the system;</p> <p>2.3. modify normally protected or restricted portions of the system or user accounts;</p> <p>2.4. access private or restricted portions of the system; or</p> <p>2.5. interfere with or disrupt other computer users.</p>		
<p>3. Destructive acts.</p> <p>Users may not <i>attempt</i> to crash, tie up, or deny any service on, the IT System.</p>	<p>Violators shall suffer a sanction ranging from suspension for one year to expulsion.</p>	
<p>4. Unauthorized access.</p> <p>Users may not attempt to gain unauthorized access, exceed authorized access, or enable unauthorized access to the IT</p>	<p>Violators shall suffer a sanction ranging from suspension for one month to one year.</p>	

<p>System, or to other networks or systems of which the IT System is a part.</p>		
<p>5. Password protection.</p> <p>A user who has been authorized to use a password-protected account may not disclose such password or otherwise makes the account available to others without permission of the system administrator.</p>	<p>Violators shall suffer a sanction ranging from suspension for one year to expulsion.</p>	
<p>6. Concealing access.</p> <p>Users may not conceal, delete, or modify information or records pertaining to access to the IT System at the time of access, or alter system logs after such access for the purpose of concealing identity or to hide unauthorized use. Users may not conceal their own identity or masquerade as other users when accessing, sending, receiving, processing or storing through or on the IT System.</p>	<p>Violators shall suffer a sanction ranging from suspension for one year to expulsion.</p>	
<p>7. Prohibited material.</p>	<p>Violators shall suffer a sanction ranging from</p>	

<p>Users may not publish (on mailing lists, bulletin boards, and the World Wide Web) or disseminate prohibited materials over, or store such information on, the IT System. Prohibited materials under this provision include but are not limited to the following:</p> <p>7.1. Any collection of passwords, personal identification numbers (PINs), private digital certificates, credit card numbers, or other secure identification information;</p> <p>7.2. Any material that enables others to gain unauthorized access to a computer system. This may include instructions for gaining such access, computer code, or other devices. This would effectively preclude displaying items such as 'Hackers Guides', etc.;</p> <p>7.3. Any material that permits an unauthorized user, who has gained access to a system, to carry out any modification of the computer programs or data stored in the system; and</p>	<p>suspension for one year to expulsion.</p>	
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	<p>7.4. Any material that incites or encourages others to carry out unauthorized access to or modification of a computer system.</p>		
<p>Section 1.5.4. Uses That Encroach On The Rights Of The Users</p>			
	<p>1. Wasteful and destructive practices.</p> <p>Users may not encroach on others' access and use of the IT System through wasteful and destructive practices such as but not limited to the following:</p>		
	<p>1.1. Sending chain-letters or excessive messages including spamming, either locally or off-campus; spamming, includes the act of (1) repeated cross-posting the same message to as many newsgroups or mailing lists as possible, whether or not the message is germane to the stated topic of the newsgroups or mailing lists targeted, (2) maliciously sending out of unsolicited email in bulk, or (3) sending large unwanted or unnecessary files to a single</p>	<p>Violators shall suffer a sanction ranging from suspension for one week to one month</p>	

email address.		
1.2. Printing excess copies of documents, files, data, or programs;	Violators shall suffer a sanction ranging from suspension for one week to one month;	
1.3. Running grossly inefficient programs when efficient alternatives are known by the user to be available;	Violators shall suffer a sanction ranging from suspension for one week to one month;	
1.4. Using more than one computer terminal at a time, unless specifically authorized by competent authority. Faculty members whose duties require the use of more than one computer shall be exempted.	Violators shall suffer a sanction ranging from suspension for one week to one year;	
1.5. Locking public access computers using screen savers or otherwise, unless specifically authorized by competent authority;	Violators shall suffer a sanction ranging from suspension for one week to one month;	
1.6. Not logging out of the system to allow other users to make use of the public access computer;	Violators shall suffer a sanction ranging from suspension for one week to one month; and	
1.7. Using a service which has been identified by the System Administrator as causing an	Violators shall suffer a sanction ranging from suspension for one week to one year.	

<p>excessive amount of traffic on the IT System or its external network links;</p>		
<p>2. Offensive material.</p> <p>2.1. Users may not use the facilities of the IT System to produce, disseminate, or display material that could be considered offensive, pornographic, racially abusive, discriminatory of creed or gender, or libelous in nature.</p> <p>2.2. Users may not use electronic communication facilities (such as mail, chat, or systems with similar functions) to send messages which are fraudulent, maliciously harassing, obscene, threatening, or in violation of laws, administrative rules and regulations, or other policies of the University System or its constituent universities (CU).</p>	<p>Violators shall suffer a sanction ranging from suspension for one month to expulsion or dismissal.</p>	
<p>3. Inappropriate messages.</p> <p>Users may not send to a mailing list, including local or network news groups and bulletin boards, any unsolicited</p>	<p>Violators shall suffer a sanction ranging from suspension for one week to one month.</p>	

<p>material inconsistent with the list's purpose. Users of an electronic mailing list are responsible for determining the purpose of the list before sending messages to or receiving messages from the list. Subscribers to an electronic mailing list are deemed to have solicited any material delivered by the list that is consistent with the list's purpose.</p>		
<p>Section 1.5.5. Uses which Violate Privacy</p>		
<p>1. Confidential information.</p> <p>1.1. Unless properly authorized, users may not attempt to gain access to archives or systems that contain, process, or transmit confidential information. Authorized users may not exceed their approved levels of access, nor should they disclose confidential information to others.</p> <p>1.2. Unless properly authorized, users may not attempt to gain access to archives or systems that contain, process, or</p>	<p>Violators shall suffer a sanction ranging from suspension for one year to expulsion or dismissal.</p>	

<p>transmit confidential information. Authorized users may not exceed their approved levels of access, nor should they disclose confidential information to others.</p>		
<p>2. Encrypted information. Users shall consider as confidential all encrypted information. This includes but is not limited to passwords, digital keys and signatures. Users may not decrypt, attempt to decrypt, or enable others to decrypt such information if they are not the intended recipient.</p>	<p>Violators shall suffer a sanction ranging from suspension for one year to expulsion or dismissal.</p>	
<p>3. Information belonging to others. Users may not intentionally seek or provide information on, obtain copies of, or modify files, programs, or passwords belonging to other users, without the permission of those other users.</p>	<p>Violators shall suffer a sanction ranging from suspension for one month to expulsion or dismissal.</p>	
<p>4. Wiretapping, traffic capture and snooping.</p>	<p>Violators shall suffer a sanction ranging from suspension for</p>	

<p>Unless properly authorized, users may not re-route or capture data transmitted over the IT System.</p>	<p>one year to expulsion or dismissal.</p>	
	<p>In addition to the penalties provided, all IT privileges of the offender may be suspended for a maximum of the period of the sanction. If the violation amounts to a sanction punishable by expulsion or dismissal, IT privileges may be revoked permanently.</p>	
<p>5. Repeated violations of any of the acts proscribed under this policy shall be considered as gross misconduct.</p>		
<p>Section 1.6. Any other form of Misconduct</p>		
<p>Engaging in any other form of misconduct, whether within or outside University premises, which affects the good order and welfare and/or good name of the University.</p>	<p>Admonition to expulsion. Possible additional sanction: Disqualification from graduation with honors.</p>	<p>Actionable Misconduct and Penalties</p> <p>Section 1.I. Any such member or officer who commits any other form of fraternity, sorority and other student organization-related misconduct, whether within or outside University premises, which affects the good order and welfare of the University or which has a negative effect on the discipline, general welfare, or the good name of the University, shall be suspended for not less than six (6) months but not more than one year.</p> <p>In case of a second offense... the erring</p>

			students shall be expelled from the University. (Rule 1, Section 1.D, RRRGFSOSO)
	<p>Sanctions of suspension for two or more cases shall be served successively and not simultaneously.</p> <p>Cases of intellectual dishonesty shall prescribe one (1) year after discovery of the misconduct or upon graduation, whichever comes later. All other cases of serious misconduct shall prescribe upon graduation. All cases of less serious misconduct shall prescribe six (6) months after discovery of the misconduct or upon graduation, whichever comes earlier.</p>		New provision
	<p>Section 2. Acts of Misconduct and Sanctions for Registered Student Organizations</p> <p>A registered student organization shall be subject to disciplinary action for any of the following acts without prejudice to the filing of a case against a member as a student:</p>		New provision
	Section 2.1. Fraud³		
	Acts of Misconduct (See Appendix A.)	Sanctions (See Appendix B.)	
	a. Making a false statement and practicing or attempting to practice any deception or fraud in connection with application for registration;	1. For the first violation, suspension of registration for six (6) months to one (1) year; 2. For the second violation, suspension of registration for one (1) year and one (1) day	New provision
	b. Making a false statement		New provision

³ Violations under Article VI Section 2.1 shall be counted cumulatively.

<p>and practicing or attempting to practice any deception or fraud in connection with use of University facilities;</p>	<p>to two (2) years;</p> <p>3. For the third violation, suspension of registration for five (5) years;</p>	
<p>c. Making a false statement and practicing or attempting to practice any deception or fraud in connection with application in any University-funded or managed grant;</p>	<p>4. For the fourth violation, indefinite disqualification from registration for at least five (5) years, until conditions imposed by the disciplinary body are met;</p>	<p>New provision</p>
<p>d. Making a false statement and practicing or attempting to practice any deception or fraud in connection with application for <i>tambayans</i>;</p>	<p>Provided, that in addition to the sanctions above, the following shall be imposed:</p> <p>For a: fine equivalent to three (3) times the application processing fee;</p>	<p>6. Penalty</p> <p>6.1 Any student organization which violates any of these regulations on the use of <i>tambayan</i> for the first time shall be issued a warning. (6.1, GGTU)</p>
<p>e. Making a false statement and/or withholding information in relation to the changes in the organization's membership and officers within the duration of registration.</p>	<p>For b, d and e: fine equivalent to double the reasonable amount of rent for the period the facility was used;</p> <p>For c: restitution and a fine equivalent to the amount of the grant</p> <p>Provided further, that restoration of registration is contingent upon fulfillment of obligations.</p>	<p>New provision</p>

	Section 2.2. Harm	
	Section 2.2.1. Harm to Persons	
a. Creating within the University premises disorder, tumult, breach of peace, or serious disturbance such as, but not limited to, rumbles, resulting in harm to persons;	<p>1. For the first violation, suspension of registration for one (1) year. The organization shall be required to pay actual damages;</p> <p>2. For the second violation, suspension of registration for five (5) years. The organization shall be required to pay actual damages;</p> <p>3. For the third violation, indefinite disqualification from registration for at least five (5) years, until conditions imposed by the disciplinary body are met. The organization shall be required to pay actual damages.</p>	<p>A. Any such member or officer who commits, or engages in, any of the acts specified below shall be expelled from the University whether or not the acts are committed within or outside University premises:</p> <p>1. Participating in any rumble, engaging in fisticuffs with, or physically attacking, a member of other fraternities, sororities or student organizations. (Sec. 1, par. A(1), RRGFSOSO)</p>
b. Accepting a student who has not completed a one-semester residency in UP Diliman for membership in a registered student organization;	<p>1. For the first violation, suspension of registration for six (6) months;</p> <p>2. For the second violation, suspension of registration for one (1) year;</p>	<p>H. Any such member or officer of fraternities or sororities who recruits a college freshman or first year student taking a first undergraduate degree shall be suspended for at least one (1) year and the student recruited as well as all officers of the fraternities or sororities concerned shall likewise be suspended for a</p>

	<p>3. For the third violation, indefinite disqualification from registration for at least five (5) years, until conditions imposed by the disciplinary body are met.</p>	<p>similar period.</p> <p>The recruitment of two or more college freshman or first year students, in any manner, shall be taken as evidence of the fraternities or sororities' policy of recruitment in violation of the foregoing provision; in which case, all the officers of the fraternities or sororities concerned shall be suspended for at least one (1) year.</p> <p>As used in these rules, the term college freshmen shall refer to students in the first year of their first undergraduate course as well as any college student who has earned not more than thirty (30) units of academic credits in any baccalaureate or certificate program, but not including graduate program, post-baccalaureate program or any non-degree program of the University; provided, that a grade of incomplete in any subject or course shall not be construed as a unit earned in said subject or course.</p> <p>x x x</p> <p>In case of a second offense committed under paragraphs C, D, G, H and I above, the erring students shall be expelled from the University (Sec. 1, par. H, RRGFSOSO)</p>
<p>c. Any violation as described in RA 8049 otherwise known as the Anti-Hazing Law.</p>	<p>Indefinite disqualification from registration for at least five (5) years, until conditions imposed</p>	

		<p>by the disciplinary body are met. The officers of the organization shall be charged under Article VI Section 1.3.1.c.</p>	
<p>Section 2.2.2. Harm to Things</p>			
	<p>a. Damaging or defacing property within University premises, including but not limited to, littering and vandalism;</p>	<p>1. For the first violation, suspension of registration for one (1) month. The officers and members shall render community service equivalent to one (1) month suspension and be required to make restitution and/or reparation;</p> <p>2. For the second violation, suspension of registration for six (6) months. The officers and members shall render community service equivalent to one (1) semester suspension and be required to make restitution and/or reparation;</p> <p>3. For the succeeding violations, indefinite disqualification from registration for at least five (5) years, until conditions imposed by the disciplinary body are met. The organization shall be required to make restitution and/or reparation.</p>	<p>G. Any such member or officer who causes damage to University property, or property of any private person within the University premises, on the occasion of a rumble, hazing, tumultuous affray or any similar disturbance shall be suspended for at least one (1) year; provided, that, if any death, or serious or less serious physical injury is caused to another person by reason of, or on the occasion of said destruction of property, the erring student shall be expelled from the University; provided, further, that if University property is damaged, he/she shall be required to repair the damage done at his/her expense or to reimburse the University for costs incurred in repairing such damage, and no clearance shall be issued until such damage is fully compensated by the respondent.</p> <p>x x x</p> <p>In case of a second offense committed under paragraphs C, D, G, H and I above, the erring students shall be expelled from the University. (Sec. 1, par. G, RRGFSOSO)</p>

<p>b. Appropriating for the student organization in the University property of another within University premises;</p>	<p>1. For the first violation, suspension of registration for six (6) months. The officers and members shall render community service equivalent to one (1) semester suspension and be required to make restitution and/or reparation and a fine equivalent to the value of the property appropriated;</p> <p>2. For the second violation, suspension of registration for one (1) year. The officers and members shall render community service equivalent to one (1) academic year suspension and be required to make restitution and/or reparation and pay a fine equivalent to double the value of the property appropriated;</p> <p>3. For the third violation, indefinite disqualification from registration for at least five (5) years, until conditions imposed by the disciplinary body are met. The organization shall be required to make restitution and/or reparation and pay a fine equivalent to three times</p>	<p>New provision</p>
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		the value of the property appropriated. The officers shall be charged under Article VI Section 1.3.2.b.	
	Section 2.3 Any other form of misconduct		
	<p>a. Obstructing or attempting to obstruct University authorities from inspecting, copying and/or photographing designated documents, papers, books, accounts, letters, photographs, objects or tangible things in the student organization's possession, custody or control, in connection with an ongoing investigation;</p> <p>b. Engaging in any other form of misconduct, whether within or outside University premises, significantly affecting the good order and welfare and/or good name of the University, and/or which violates the provisions of this Code regarding student organizations.</p>	Suspension of registration for one (1) month to indefinite disqualification from recognition, but not less than five (5) years, until conditions imposed by the disciplinary body are met.	<p>I. Any such member or officer who commits any other form of fraternity, sorority and other student organization-related misconduct, whether within or outside University premises, which affects the good order and welfare of the University or which has a negative effect on the discipline, general welfare, or the good name of the University, shall be suspended for not less than six (6) months but not more than one (1) year.</p> <p>X X X</p> <p>In case of a second offense committed under paragraphs C, D, G, H and I above, the erring students shall be expelled from the University. (Sec. 1, par. I, RRGFSOSO)</p>
	Section 3. Guidelines on the application for, or renewal of, official registration of student organizations in the University		New provision

	<p>There are two (2) types of student organizations: College-registered and University- registered.</p>	
	<p>Section 3.1. Application for, or renewal of, University registration of student organizations</p>	
	<p>a. A student organization seeking University registration must have a membership of at least twenty (20) including officers, who have completed at least one (1) semester of residency in the University and who are currently enrolled. The organization must submit in hard and electronic form a copy of its Constitution and by-laws to the Office of Student Activities (OSA).</p>	<p>6. Organizations seeking recognition for the first time must have a minimum of fifteen (15) members excluding officers, and must submit a copy of their Constitution and By-laws together with the other requirements as stated in #4 of these guidelines. (Par. 6, GARORUSO)</p>
	<p>b. A student organization seeking University registration or renewal thereof must apply with the OSA.</p>	<p>1. Any student organization which would want to use the facilities of the University of the Philippines and seek to use/ attach/annex the name of the University (University of the Philippines, U.P. etc.) to the name of the organization must apply for or renew their recognition every academic year with the OFFICE OF STUDENT ACTIVITIES (OSA), VINZONS HALL ANNEX. No student organization shall be allowed to use/affix/attach/annex the name of the University without such recognition. (Par. 1, GARORUSO)</p>
	<p>c. Registration shall be for one year, effective upon issuance of the Certificate of Registration. The period for application for registration shall be the first fifteen (15) days from the first day of classes of every semester. No applications will be processed during Summer.</p>	<p>9. Organizations whose application for recognition is approved shall be given a Certificate of Recognition for one academic year. (Par. 9, GARORUSO)</p>
	<p>d. An organization must accomplish OSA application forms,</p>	<p>3. The application for or renewal of recognition</p>

	<p>attested to by the student head and the faculty adviser, with the following documents attached thereto, in hard and electronic copies. All hard copies must be notarized.</p>	<p>must be made in the form of a letter addressed to the Vice-Chancellor for Student Affairs (VCSA). Said letter must be duly signed by the head of the organization and noted by the faculty adviser. (Par. 3, GARORUSO)</p>
	<p>1. Roster of all members and applicants, in the current year, to include full names, student numbers, 1 ½ x 1 ½ inch photos taken within the last six (6) months, photocopies of current Form 5s and corresponding positions in the applicant student organization;</p> <p>2. Detailed accounting of finances prepared by the student organization's immediate past finance officer;</p> <p>3. Certification against the recruitment of students who have not earned a one-semester residency;</p>	<p>4. The following documents must be attached to the application:</p> <p>a) Updated roster of all officers and members for the current academic year, including full names, with corresponding position, student number, course, year level, college, present and permanent address and telephone number(s) as well as full names of parents and their addresses and telephone number(s).</p> <p>b) Photocopies of registration form (UP Form 5) of all officers and members which shall be compared and checked with the originals. (Par. 4(a)(b), GARORUSO)</p> <p>4. The following documents must be attached to the application:</p> <p>e) Financial statement (OSA Form B) signed by the student organization's immediate past finance officer and attested by the organization's head and faculty adviser with corresponding dates and timetable. (Par. 4(e), GARORUSO)</p> <p>New provision</p>

	4. List and description of projects and activities undertaken during the immediate past year, with relevant documentation, such as posters, souvenir programs, and photos. The list should include at least one educational project/activity;	4. The following documents must be attached to the application: g) Narrative report of projects or activities (chronologically arranged) undertaken during the immediate past school year. This report is to be accompanied by posters, programs, certification of adviser, etc. as proof of projects. (Par. 4(g), GARORUSO)
	5. Proposed schedule, description, objectives, budget and source of funds of projects and activities to be undertaken, which should include at least one academic project/activity;	4. The following documents must be attached to the application: h) Proposed schedule of activities or projects to be undertaken during the current school year, with corresponding dates and timetable. (Par. 4(h), GARORUSO)
	6. Copy of the amended Constitution and/or by-laws, if any;	6. Organizations seeking recognition for the first time must have a minimum of fifteen (15) members excluding officers, and must submit a copy of their Constitution and By-laws together with the other requirements as stated in #4 of these guidelines. (Par. 6, GARORUSO)
	7. Proof of payment of all required fees.	New provision
e.	The faculty adviser shall submit a notarized undertaking, verified by the Dean of his/her College, to supervise and monitor the student organization, and assist University authorities in implementing this Code. Only regular faculty members who have served the University for at least three	New provision

	(3) years may serve as advisers of organizations. Each organization shall have at least one faculty adviser.	
f.	The student organization shall report a change in the list of its officers. The report shall be submitted in writing, duly notarized, to the Office of the Vice-Chancellor for Student Affairs (OVCSA), through the OSA, within one (1) week from any such change.	5. Any change in the above information must be reported within one (1) week to the OVCSA. Failure to comply with the requirements, or the submission of false information, shall make the officers liable under the Rules and Regulations Governing Fraternities, Sororities and other Student Organizations. (Par. 5, GARORUSO)
g.	The OSA Coordinator and/or the Vice-Chancellor for Student Affairs (VCSA) may interview the officers/members and the faculty adviser of the applicant organization. Refusal to be interviewed shall result in the denial of the application for registration or renewal of registration.	8. After submitting the required documents to the OSA, the head of the organization shall be scheduled for interview by the Coordinator of OSA and/ or the VCSA. (Par. 8, GARORUSO)
	<p>Section 3.2. Application for, or renewal of, College registration of student organizations</p> <p>The College shall establish its own rules for the registration of College-based student organizations, which must be consistent With the rules for University-registered student organizations, However, a College may establish more stringent rules.</p> <p>Within two (2) weeks of the issuance of College registration, the student organization shall submit to the OVCSA-OSA a certified true copy of its Certificate of Registration.</p>	13. College-based organizations shall follow the procedures set by their respective colleges for college recognition. They shall submit to the OSA a copy of their Certificate of Recognition from their college within the first two months of the academic year. (Par. 13, GARORUSO)
	Section 4. General guidelines on the grant of use of University premises and facilities	
	Section 4.1. Tambayan	New provision

	<p>The University desires to rationalize the use of University facilities and premises, and to equitably distribute University resources for use of student organizations to promote their objectives. A <i>tambayan</i> facilitates the activities of student organizations, and provides spaces for group study and socialization. Since there are finite available spaces for <i>tambayan</i>, the distribution is based on merit and selected criteria.</p> <p>The use of a <i>tambayan</i> is considered a grant.</p>	
	<p>Section 4.1.1. Grant of <i>tambayan</i></p> <p>Subject to certain criteria and requirements, the <i>tambayan</i> may be granted by either the College or the University, depending on its location.</p> <p>The College shall establish its own rules for the granting of <i>tambayan</i>.</p>	<p>2. Assignment of <i>Tambayans</i></p> <p>2.5 Generally, <i>tambayans</i> within the colleges are for college-based organizations. However, should there be sufficient space, university-based organizations may be given <i>tambayans</i> within college premises. (Par. 2.5, GGTU)</p>

<p>Section 4.1.2. Application for <i>tambayan</i> for University-registered student organizations</p> <p>The grant of the privilege of use of a <i>tambayan</i> for University-registered student organizations is subject to the following:</p> <p>a. Who may apply – any University-registered student organization</p> <ol style="list-style-type: none"> 1) registered by the University for at least one (1) year; and, 2) has not been subject to any disciplinary measures in the last three (3) years. <p>b. Where to apply – with the Office of Student Activities.</p> <p>Applications with OSA shall be processed by an <i>ad hoc</i> committee, the composition of which shall be determined by the OVCSA. The Committee shall set the criteria for the grant. The criteria for monitoring and rating all student organizations for purposes of applying/renewing applications for a <i>tambayan</i> shall be set by the OVCSA.</p>	<p>3. Application for <i>Tambayans</i></p> <p>3.1 University-based and college-based student organizations which have been recognized for at least one year may apply for a <i>tambayan</i>.</p> <p>3.2 For university-based organizations, a committee composed of 4-6 heads of student organizations elected by a majority of student organization heads and chaired by the OSA Coordinator shall take care of monitoring and rating all student organizations for purposes of applying/renewing applications for a <i>tambayan</i>. (Par. 3.1, 3.2, GGTU)</p>
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<p>Section 4.1.3. Criteria for the grant of <i>tambayan</i> to University-registered student organizations</p> <p>The Committee shall decide the grant based on the following:</p> <ul style="list-style-type: none"> a. educational and extension activities, e.g. tutorials, community outreach b. awards received (college, University, nationally recognized competitions) c. disciplinary record of the organization and its members 	<p>3. Application for <i>Tambayans</i></p> <p>3.3 <i>Tambayans</i> shall be awarded to organizations based on the following criteria:</p> <ul style="list-style-type: none"> 3.3.1 number of years since its establishment 3.3.2 number of years since its official recognition as an organization 3.3.3 growth: i.e., performance and number of members, compared to that of the previous year 3.3.4 contribution to the University 3.3.5 awards received 3.3.6 service to the community and the nation 3.3.7 other conditions / criteria set by the committee. (Par. 3.3, GGTU)
<p>Section 4.1.4. Conditions for the use of <i>Tambayan</i></p>	
<ul style="list-style-type: none"> a. The grant shall be limited to the use of one <i>tambayan</i>. 	<p>2.6 Every recognized student organization is entitled to only one <i>tambayan</i> within the campus. (Par. 2.6 GGTU)</p>
<ul style="list-style-type: none"> b. The use of a <i>tambayan</i> shall be for a period of one (1) year from the issuance of the grant. 	<p>4.1 Initially, student organizations are given a one-year occupancy at their <i>tambayans</i>. This is renewable yearly according to these general guidelines and other pertinent</p>

		University rules and regulations. Applications for renewal must be reviewed in order to give a chance for other organizations to have <i>tambayans</i> . (Par. 4.1, GGTU)
	c. A University-registered student organization granted the use of a <i>tambayan</i> shall not share the <i>tambayan</i> with any other student organization except with the written directive and/or approval of the OVCSA.	5.4 <i>Tambayans</i> shall not be shared by 2 or more organizations except with written directive/ approval of OSA/College Dean. (Par. 5.4, GGTU)
	d. The student organization may introduce improvements in the <i>tambayan</i> , such as painting, cabinetry, partitions, and the like, only with the written approval of the OVCSA, in compliance with University regulations. Upon expiry of the grant, the University shall own all improvements introduced unless the same are removed by the student organization, without harm or damage to the original condition of the <i>tambayan</i> .	5.5 The permission of OSA/College Dean is needed before undertaking any improvement in the <i>tambayan</i> , such as painting, putting a cabinet, etc. (Par. 5.5, GGTU)
	e. A student organization granted the use of a <i>tambayan</i> shall use the <i>tambayan</i> in such a manner that it does not injure the rights of others.	New provision
	f. A student organization granted the use of a <i>tambayan</i> shall keep it clean and tidy at all times.	5.2 Keep the <i>tambayans</i> always clean. (Par. 5.5, GGTU)
	g. A <i>tambayan</i> is subject to inspection by University authorities during reasonable hours and with at least one-day notice. The inspection shall be conducted in the presence of at least one member.	5.8 Regular inspection of <i>tambayans</i> shall be conducted by the university officials or their designated representatives. (Par. 5.8, GGTU)
	h. A student organization granted the use of a <i>tambayan</i> may be transferred to another <i>tambayan</i> by the OVCSA, through the OSA, or by the College office	4.5 The OSA or the Office of the College Dean has the prerogative of transferring a student organization from one <i>tambayan</i> to another

<p>concerned, after due notice, if academic requirements so require.</p>	<p>upon consultation with students, if such a move shall result in better and/or more peaceful relationships among organizations. (Par. 4.5, GGTU)</p>
<p>Section 4.1.5. Ground for revocation of grant of <i>tambayan</i> to University-registered student organizations</p> <p>Non-compliance with any of the conditions provided in Article VI Section 4.1.4c to 4.1.4h shall be ground for revocation of the grant.</p>	<p>6. Penalty</p> <p>6.1 Any student organization which violates any of these regulations on the use of <i>tambayan</i> for the first time shall be issued a warning.</p> <p>6.2 For the second offense, the length of occupancy of the <i>tambayan</i> shall be reduced by one semester.</p> <p>6.3 For the third offense, all privileges for a <i>tambayan</i> shall be withdrawn for the current semester, and the student organization shall not be allowed to apply for <i>tambayan</i> for the succeeding semester. (Par. 6.1, 6.2 and 6.3, GGTU)</p>
<p>Section 4.1.6. Permanent structure for <i>tambayan</i></p> <p>A recognized student organization may apply with the University through the appropriate office, for the use of a portion of University premises for the purpose of putting up a permanent structure to serve as <i>tambayan</i> in compliance with University regulations. The structure shall be considered as a donation to the University. The privilege of the use of the structure as a <i>tambayan</i> shall be granted to the student organization that caused its construction, three (3) years. However, the student organization is still subject to the pertinent provisions of Article VI Section 4.1.</p>	<p>2. Assignment of <i>Tambayans</i></p> <p>2.3 Should the designated <i>tambayan</i> areas be insufficient to accommodate all the student organizations, the student organizations may occupy other general areas inside the University following these guidelines. (Par. 2.3, GGTU)</p> <p>3. Application for <i>Tambayans</i></p> <p>3.8 A student organization may be allowed to</p>

		<p>fund the construction of its own <i>tambayan</i> provided that this is placed in the designated areas and conforms with the University-approved design. The organization will be allowed to stay for four years after its construction, after which the organization must apply for <i>tambayans</i> as the other organizations. (Par. 3.8, GGTU)</p>
	<p>Section 4.2. University premises and other facilities</p> <p>A student or a group of students may apply for the limited use of a portion of University premises and/or facilities for legal purposes; e.g. theater rental. For areas under the jurisdiction of the College, the application shall be filed with the College office concerned. For all other areas, the application shall be filed with the University through the appropriate office.</p>	<p>New provision</p>

<p>Article VII. Procedure</p> <p>The University has exclusive jurisdiction over matters of student misconduct. The University has the right to define standards and norms of proper conduct of students, and therefore considers departures from said standards as acts of misconduct and as violations of this Code.</p> <p>The University prescribes the procedure for cases of student discipline, duly recognizing the rights of students to due process. The disciplinary proceedings are administrative in nature, not open to the public, and the Rules of Court shall not apply.</p> <p>This Code provides three (3) sets of procedures: for intellectual dishonesty (Article VII Section 2), for other misconduct involving a student (Article VII Section 3), and for student organizations (Article VII Section 4).</p>	<p>New provision</p>
<p>Section 1. Disciplinary Bodies</p> <p>There are three (3) disciplinary bodies in the University: the Student Disciplinary Council (SDC), the College Disciplinary Committee (CDC) and the Inter-College Disciplinary Committee (ICDC).</p> <p>The members of the ad hoc committees under the three (3) disciplinary bodies have the duty to disclose their relationships of any nature and to any extent with the parties involved.</p> <p>Disciplinary bodies may invite students as resource persons in the conduct of their proceedings.</p>	<p>New provision</p>
<p>Section 1.1. The Student Disciplinary Council (SDC)</p>	

<p>Section 1.1.1. Composition of the Student Disciplinary Council (SDC)</p> <p>The SDC is a body formed by the Chancellor under the administrative supervision of the VCSA, for the purpose of implementing the pertinent provisions of this Code. The SDC shall be composed of seventy-two (72) members all of whom shall be tenured, regular faculty, except faculty advisers of student organizations, nominated by their respective Deans. In its initial constitution, thirty-six (36) shall serve a term of three (3) years while the other thirty-six (36) shall serve a term of two (2) years. Thereafter, upon the expiry of the three- and two-year terms, members shall serve for two years. The Chancellor shall appoint five (5) from the SDC as members of the SDC Executive Committee, one of whom shall be the SDC Executive Committee Chair who shall also be the SDC Chair. All the members of the SDC Executive Committee shall serve a term of one (1) year. The SDC shall have an office and appropriate staff.</p>	<p>SECTION 4. Student Disciplinary Tribunal - There shall be a Student Disciplinary Tribunal composed of a chairman, who shall be a member of the Integrated Bar of the Philippines, and two (2) members to be appointed for a period of one (1) year from among the faculty and other staff of the University. In any disciplinary case before the tribunal, a respondent may request that two (2) students be appointed to sit with the tribunal.</p> <p>The Chairman and non-student members shall render full-time service in the tribunal.</p> <p>x x x</p> <p>The tribunal shall be under the supervision of the Vice-Chancellor for Student Affairs, who shall designate, whenever requested, the student members to sit with the tribunal. Autonomous units shall set up their own student disciplinary tribunals in accordance with these rules. (Sec. 4, RRSCD)</p>
<p>Section 1.1.2. Jurisdiction and Functions of the SDC Student Disciplinary Council (SDC)</p> <p>The SDC shall form committees that will hear and resolve cases involving serious misconduct, except intellectual dishonesty, and less serious misconduct involving more than one college. If, however, a case of intellectual dishonesty concerns two or more colleges whose Deans are unable to form an Inter-College Disciplinary Committee (See Article VII Section 1.3.1), the SDC shall take jurisdiction of the case.</p>	<p>SECTION 5. Jurisdiction - All cases involving discipline of students under these rules shall be subject to the jurisdiction of the student disciplinary tribunal, except the following cases which shall fall under the jurisdiction of the appropriate college or unit:</p> <ul style="list-style-type: none"> a) Violation of college or unit rules and regulations by students of the college, or b) Misconduct committed by students of the college or unit within its classrooms or

		<p>premises or in the course of an official activity;</p> <p>Provided, that regional units of the University shall have original jurisdiction over all cases involving students of such units. (Sec. 5, RRSCD)</p>
	<p>Section 1.1.2.1. Ad Hoc Disciplinary Hearing Committee (AHDHC)</p> <p>The Ad Hoc Disciplinary Hearing Committee is composed of three (3) or five (5) members of the SDC who are assigned by the SDC Executive Committee.</p>	New provision
	Section 1.2. The College Disciplinary Committee (CDC)	
	<p>Section 1.2.1. Composition of the College Disciplinary Committee (CDC)</p> <p>The CDC is an ad hoc committee formed by the Dean for the purpose of implementing the pertinent provisions of this Code. The Dean may sit as a member of the CDC. The CDC shall be composed of three (3) or five (5) members whom the Dean shall appoint from the regular faculty. The Committee members shall select a Chair from among themselves.</p> <p>Under special circumstances, the Dean may request the SDC Executive Committee for an external member of the CDC.</p>	SECTION 6. College Investigation - Investigation of cases falling under the jurisdiction of a college shall be conducted by a committee of three (3) members appointed by the dean, one of whom shall be a student of the college. (Sec. 6, RRSCD)
	Section 1.2.2. Jurisdiction and Functions of the College Disciplinary Committee (CDC)	SECTION 5. Jurisdiction - All cases involving discipline of students under these rules shall be subject to the jurisdiction of the student

	<p>The CDC shall hear and resolve cases of intellectual dishonesty, less serious misconduct, and all other cases where the students involved belong to the College and the incident occurred within College premises without prejudice to the discretion of the Dean to refer the latter cases to the SDC.</p>	<p>disciplinary tribunal, except the following cases which shall fall under the jurisdiction of the appropriate college or unit:</p> <ul style="list-style-type: none"> a) Violation of college or unit rules and regulations by students of the college, or b) Misconduct committed by students of the college or unit within its classrooms or premises or in the course of an official activity; <p>Provided, that regional units of the University shall have original jurisdiction over all cases involving students of such units. (Sec. 5, RRSCD)</p>
	<p>Section 1.3. The Inter-College Disciplinary Committee (ICDC)</p>	
	<p>Section 1.3.1. Composition of the Inter-College Disciplinary Committee (ICDC)</p> <p>The ICDC is an ad hoc committee formed by the Deans of two (2) or more Colleges, for the purpose of implementing the pertinent provisions of this Code, when a student of a College is alleged to have committed intellectual dishonesty in another College. The Dean of the College where the misconduct was committed shall initiate the constitution of the ICDC. The ICDC shall be composed of three (3) or five (5) regular faculty members from the colleges concerned. If there is an even number of Colleges concerned, the Deans shall agree on the membership in the ICDC of a third College. In addition, the Deans of the concerned Colleges shall sit as ex-officio non-voting members of the Committee. They may vote only to break a</p>	<p>New provision</p>

	<p>tie. The ICDC members shall select a chair from among themselves.</p> <p>Should the Deans involved be unable to form the ICDC within 14 days from the receipt of the complaint, owing to a fundamental difference in position or some other substantive constraint, they shall refer the case to the SDC, provided that the Deans concerned are allowed to observe the proceedings or send their representatives.</p>	
	<p>Section 1.3.2. Jurisdiction and Functions of the Inter-College Disciplinary Committee (ICDC)</p> <p>The ICDC shall hear and resolve cases of intellectual dishonesty involving more than one college.</p>	<p>New provision</p>
	<p>Section 1.4. Compensation</p> <p>The Chancellor shall determine the compensation for members of disciplinary bodies.</p>	<p>SECTION 4. Student Disciplinary Tribunal –</p> <p>x x x</p> <p>Chairman: P 1,000.00 per hearing not to exceed P 4,000.00 per case terminated</p> <p>Members: P700.00 per hearing not to exceed P 2,800.00 per case terminated</p> <p>Recording Secretary: P600.00 per hearing not to exceed P 2,400.00 per case terminated</p> <p>x x x</p> <p>(Sec. 4, RRSCD)</p>

	<p>Section 2. Procedure for cases involving intellectual dishonesty (See attached flowchart.)</p> <p>The faculty has exclusive jurisdiction over matters of intellectual dishonesty. The faculty has the right to define standards of intellectual honesty on students, and exact norms of academic scholarship. The faculty considers acts of intellectual dishonesty as violations of academic integrity.</p>	New provision
	<p>Section 2.1. How Commenced</p> <p>An incident involving intellectual dishonesty may be reported, orally or in writing, by anyone directly to the Dean, or through a faculty member, of the college where the incident occurred. The Dean shall, within one (1) week from receipt of report, determine whether a CDC or an ICDC should be constituted, and write the Dean's Report.</p>	<p>SECTION 7. Filing of Charges - A disciplinary proceeding shall be instituted <i>motu proprio</i> by the appropriate authority or upon the filing of a written charge specifying the acts of omission constituting the misconduct and subscribed to by the complainant or upon submission of an official report of any violation of existing rules and regulations. Upon the filing of said charge or report with the student disciplinary tribunal or the office of the Dean, as the case may be, an entry shall be made in an official entry book kept for the purpose, specifying the person or persons charged, the complainant or complainants, his witnesses, if any, the date of filing, and the substances of the charge. (Sec. 7, RRSCD)</p>
	<p>Section 2.2. Parties</p> <p>In all cases of intellectual dishonesty, the University is deemed the complainant. The student reported to have committed the act of misconduct constituting intellectual dishonesty is the respondent.</p>	New provision
	<p>Section 2.3. Right to counsel</p>	<p>SECTION 22. Rights of Respondents - Each</p>

<p>The University shall be represented by a tenured member of the University Council, who is appointed by the Chancellor. The respondent may be assisted by counsel.</p>	<p>respondent shall enjoy the following rights:</p> <p>(e) To defend himself personally, or by counsel, or representative of his own choice. If the respondent should desire but is unable to secure the services of counsel, he should manifest that fact two (2) days before the date of hearing, and request the tribunal or the investigating committee to designate counsel for him from among the members of the University constituency. (Sec. 22, par. E, RRSCD)</p>
<p>Section 2.4. Constitution of the College Disciplinary Committee (CDC) or the Inter-College Disciplinary Committee (ICDC)</p> <p>The Dean(s) constitute(s) the CDC or the ICDC within one (1) week from the determination of jurisdiction by the Dean, in accordance with Sections 1.2.1 and 1.3.1 of Procedure.</p>	<p>New provision</p>
<p>Section 2.5. Proceedings</p> <p>The disciplinary committee shall not be bound by technical rules of evidence and all proceedings shall be summary in nature. The parties and their witnesses, if any, shall submit affidavits subject to clarificatory questions by the disciplinary committee. The following requests to the disciplinary committee shall be prohibited:</p> <ol style="list-style-type: none"> a. Extension of time to file an answer; b. Dismissal of the complaint; c. Re-opening of a case; d. Demurrer to evidence; 	<p>SECTION 6. The SDT shall not be bound by the technical rules of evidence and may conduct summary proceedings through the submission of sworn affidavits, subject to cross-examination or clarificatory questions. The failure of a party to present evidence on the scheduled date shall be deemed a waiver of his/her right to present such evidence. The failure of a party or his/ her counsel to attend the hearings on the scheduled dates shall not be a ground for postponing said hearings. (Rule IV, Sec. 6, RRGFSOSO)</p>

<ul style="list-style-type: none"> e. Postponements/cancellation of hearings; f. Reply/rejoinder; g. Intervention; and h. New proceedings on the same case. 	
<p>Section 2.6. Summons</p> <p>The Committee shall, within five (5) days, from its constitution, issue summons to the respondent with a copy of the complaint and the Dean’s Report. The summons shall be served personally to the respondent through the Secretary of the College to which s/he belongs or through the Office of the University Registrar (OUR) if the respondent does not belong to any college; by electronic mail to the respondent’s UP Webmail account, wherein the respondent is presumed to have received the Summons within three (3) days; and by registered mail to the respondent’s residence address indicated in her/his latest Form 5, wherein the respondent is presumed to have received the Summons within ten (10) days. Finally, a copy of the summons shall also be served to the respondent’s parents or guardians. It is incumbent upon the respondent to notify the University through her/his home College, of any change of address during the pendency of the case. Otherwise s/he is bound by the address given in her/his last Form 5. Receipt by the parents will be considered receipt by the respondent.</p> <p>These modes of service of summons shall also apply to the service of notices, decisions and other communications.</p>	<p>SECTION 8. Preliminary Inquiry - Upon receipt of the complaint or report, the tribunal or the Dean of the College, as the case may be, shall determine whether such complaint or report is sufficient to warrant formal investigation. In all cases where the complaint or report is found sufficient, formal charge or charges shall be drawn up and served upon each respondent. In every case, the parents or guardians of the students charged shall be furnished with a copy of the same. (Sec. 8, RRSCD)</p>
<p>Section 2.7. Answer</p> <p>The respondent shall answer in writing within a non-extendible period of five (5) days from receipt of the summons and the Dean’s Report. If the respondent fails to answer within</p>	<p>SECTION 9. Answer - Each respondent shall be required to answer in writing within three (3) days from receipt of the <i>charge or charges</i>. Formal investigation shall be held on notice as provided below. (Sec. 8, RRSCD)</p>

<p>the time period, s/he is deemed to have waived her/his right to present his/her side.</p>	
<p>Section 2.8. Appearances and Participation during Hearings</p> <p>The University shall appear through its duly authorized representative as provided in Article VII Section 2.3. If the complainant is a tenured member of the University Council, s/he may represent the University.</p> <p>The respondent shall appear in person and may be accompanied by parents, guardians and legal counsel. The participation of her/his parents, guardians and legal counsel shall be limited to advise.</p>	<p>SECTIONS 13. Failure to Appear at Hearing -Should either complainant or respondent fail to appear for the initial hearing after due notice and without sufficient cause, this fact <i>shall be noted and the hearing shall proceed ex parte</i> without prejudice to the <i>party's appearance in subsequent hearings.</i> (Sec. 13, RRSCD)</p> <p>SECTION 22. Rights of Respondents - Each respondent shall enjoy the following rights:</p> <p>(e) To defend himself personally, or by counsel, or representative of his own choice. If the respondent should desire but is unable to secure the services of counsel, he should manifest that fact two (2) days before the date of hearing, and request the tribunal or the investigating committee to designate counsel for him from among the members of the University constituency. (Sec. 22, par. E, RRSCD)</p>
<p>Section 2.9. Notice of Hearing</p> <p>The Committee shall serve to the parties a notice of dates of preliminary meeting and hearings in such a manner as shall ensure the receipt of the notice at least three (3) days before the date of the initial hearing.</p>	<p>SECTION 12. Notice of Hearing - All parties concerned shall be notified of the date set for hearing at least two (2) days before such hearing. Notice to counsel of record or duly authorized representative of a party shall be sufficient notice for the purpose of this section. (Sec. 13, RRSCD)</p>
<p>Section 2.10. Preliminary Meeting</p>	<p>New provision</p>

<p>The preliminary meeting shall be mandatory. The Committee shall set the preliminary meeting date not later than one (1) week after receipt of the respondent's answer or after the expiration of the period within which the respondent should answer.</p> <p>Failure of the University and/or the private complainant to appear shall be ground to dismiss the complaint.</p> <p>Failure of the respondent to appear shall have the same effect as failure to answer.</p> <p>During the preliminary meeting, the parties shall consider all matters that will aid in the prompt disposition of the case, such as any facts admitted, marking of documents to be presented, dates of hearings, identity of witnesses and the gist of their testimony.</p> <p>Matters taken and agreed upon during the preliminary meeting shall be reduced in writing and attested to by the members of the Committee present, the University representative and/or the private complainant, and the respondent. The preliminary meeting report shall be binding on the parties. The parties may also agree to submit the case for resolution during the preliminary meeting.</p>	
<p>Section 2.11. Hearings</p> <p>The initial hearing must be set not later than one (1) week after the preliminary meeting. Hearings must be completed within a non-extendible period of two (2) months after the initial hearing, after which the Committee shall resolve the case.</p>	<p>SECTION 10. Hearing - Hearings shall begin not later than one (1) week after receipt of the respondent's answer or after the expiration of the period within which the respondent should answer. (Sec. 10, RRSCD)</p> <p>SECTION 11. Duration of Hearing - No hearing on any case shall last beyond two (2) calendar</p>

	months. (Sec. 11, RRSCD)
<p>Section 2.12. Committee Report</p> <p>The Committee shall submit its resolution and recommended sanctions, if any, to the Dean within fifteen (15) days after the final hearing. The resolution shall be in writing and signed by a majority of its members. It shall include a brief statement of the findings of fact and the specific regulations on which the resolution and recommended sanctions are based.</p> <p>Section 2.13. Dean's Action</p> <p>The Dean Shall adopt the resolution and shall affirm or modify the recommended sanction, if any.</p>	<p>SECTION 15. Committee Report - The college investigating committee shall forward to the dean concerned within fifteen (15) days after the termination of the hearing the complete record of the case, with its report and recommendation. The recommendation signed by a majority of the members of the Committee shall state the findings of fact and the specific regulations on which it is based. (Sec. 10, RRSCD)</p>
<p>Section 2.14. Service of the Dean's Action</p> <p>The parties shall each be served a copy of the Dean's Action in the same manner as the provisions of Article VII Section 2.6. The duly appointed representative of the University shall submit a copy of the resolution to the Chancellor, who shall inform the UP Diliman Executive Committee of the same.</p>	<p>SECTION 16. Action by the Dean - The Dean shall, within ten (10) days from receipt of the Committee report, transmit the report, together with his decision or recommendation, to the President of the University or the Chancellor of an autonomous unit, as the case may be. (Sec. 16, RRSCD)</p>
<p>Section 2.15. Appeal</p> <p>The Dean's action may be appealed to the UP Diliman Executive Committee (Execom) within seven (7) working days from receipt of the decision, through the Chancellor. The Execom shall decide the appeal within two (2) months. The decision of the Execom may be appealed to the Board of Regents (BOR) within seven (7) working days upon receipt of the decision by the Execom, through the President.</p>	<p>SECTION 18. Finality of Decision - Any decision of the tribunal or of a Dean, other than expulsion, permanent disqualification from enrollment, or suspension for more than thirty (30) calendar days, shall become final and executory after fifteen (15) days from receipt of the decision by the respondent unless within five (5) days from receipt thereof a motion for reconsideration of the same is filed, in which case the decision shall be final after fifteen (15) days from receipt of the action</p>

on the motion for reconsideration. (Sec. 18, RRSCD)

SECTION 19. Appeal to the President or Chancellor

- In all cases in which final decision is not conferred on a Dean or the Tribunal, the respondent may file an appeal with the President or the Chancellor within ten (10) days exclusive of Sundays and official holidays after receipt of the decision. (Sec. 16, RRSCD)

SECTION 20. Action by the President or Chancellor

- Action of the President or Chancellor on recommendation coming from the Dean on appeal from a decision of a Dean or the Tribunal shall be rendered within ten (10) days exclusive of Sundays and official holidays after receipt of the appeal.

The Executive Committee shall automatically review and decide all student disciplinary cases in which the penalty of suspension for one (1) year or more, expulsion, and withdrawal of registration privileges is imposed.

The authority given to the Executive Committee under this rule is understood to include the power to affirm, reverse, decrease or increase the penalties imposed in the cases under review.

The decision of the Executive Committee shall be final and executory after fifteen (15) days from receipt of the decision by the respondent unless, in the meantime, an appeal is made to, and

	<p>given due course, by the Board of Regents. (Sec. 23, RRSCD)</p> <p>SECTION 21. Action by the Board of Regents - The Board may review on appeal decisions of the President or Chancellor when the penalty imposed is expulsion, suspension for more than one (1) academic year, or any other penalty of equivalent severity. (Sec. 21, RRSCD)</p>
<p>Section 2.16. Finality and Enforcement of the Dean’s Action</p> <p>If no appeal is made by any party, the Dean’s action shall be final and immediately be enforced upon the expiration of the period for filing an appeal.</p> <p>The final decision shall be executory upon receipt by the respondent or her/his parent(s)/guardian(s)/nearest relative at the address written in the respondent’s last Form 5. It is incumbent upon the respondent to notify the University through her/his home College, of any change of address during the pendency of the case. Otherwise s/he is bound by the address given in her/his last Form 5. The parent(s)/guardian(s) shall be furnished a copy of the decision. The resolution shall be executed by the Dean of the College to which the respondent belongs. In the case of expulsion, the resolution shall be executed by the Chancellor.</p>	<p>SECTION 18. Finality of Decision - Any decision of the tribunal or of a Dean, other than expulsion, permanent disqualification from enrollment, or suspension for more than thirty (30) calendar days, shall become final and executory after fifteen (15) days from receipt of the decision by the respondent unless within five (5) days from receipt thereof a motion for reconsideration of the same is filed, in which case the decision shall be final after fifteen (15) days from receipt of the action on the motion for reconsideration. (Sec. 18, RRSCD)</p>
<p>Section 2.17. Implementation of Sanctions Involving Suspension</p> <p>Final decision of suspensions of thirty (30) to sixty (60) days, which are executory within thirty (30) days prior to the first day of the final examination period, shall take effect on the first day of classes during the subsequent semester, except when</p>	<p>SECTION 23. Effect of Decision - Decisions shall take effect as provided in these rules. However, final decisions of suspension or dismissal within thirty (30) days prior to any final examination, shall take effect during the subsequent semester, except when the</p>

	<p>the respondent is graduating, in which case the sanction shall immediately take effect upon the final decision in accordance with Article VII Section 2.15.</p>	<p>respondent is graduating, in which case the penalty shall immediately take effect. (Sec. 23, RRSCD)</p>
	<p>Section 3. Procedure for other acts of misconduct (See attached flowchart.)</p> <p>This Section pertains to the procedure for acts of misconduct other than intellectual dishonesty.</p>	<p>New provision</p>
	<p>Section 3.1. How commenced</p> <p>An incident involving student misconduct may be reported, orally or in writing, by anyone to any College or University official. The recipient of the complaint other than the Dean shall, within three (3) days, report the complaint to the Dean or to the SDC.</p>	<p>SECTION 7. Filing of Charges - A disciplinary proceeding shall be instituted motu proprio by the appropriate authority or upon the filing of a written charge specifying the acts of omission constituting the misconduct and subscribed to by the complainant or upon submission of an official report of any violation of existing rules and regulations. Upon the filing of said charge or report with the student disciplinary tribunal or the office of the Dean, as the case may be, an entry shall be made in an official entry book kept for the purpose, specifying the person or persons charged, the complainant or complainants, his witnesses, if any, the date of filing, and the substances of the charge. (Sec. 7, RRSCD)</p>
	<p>Section 3.2. Parties</p> <p>In all cases of student misconduct, the University is deemed the complainant, together with a private complainant, if any. The student reported to have committed the act of misconduct is the respondent.</p>	<p>New provision</p>
	<p>Section 3.3. Right to Counsel</p>	<p>SECTION 22. Rights of Respondents - Each</p>

<p>The University shall be represented by a tenured member of the University Council, who is appointed by the Chancellor. The respondent may be assisted by counsel.</p>	<p>respondent shall enjoy the following rights:</p> <p>(e) To defend himself personally, or by counsel, or representative of his own choice. If the respondent should desire but is unable to secure the services of counsel, he should manifest that fact two (2) days before the date of hearing, and request the tribunal or the investigating committee to designate counsel for him from among the members of the University constituency. (Sec. 22, par. E, RRSCD)</p>
<p>Section 3.4. Determination of Jurisdiction and probable cause</p> <p>The Dean or the SDC Chair shall determine whether</p> <ol style="list-style-type: none"> a. the act subject of the complaint is serious or less serious misconduct; b. the misconduct occurred in more than one college; c. the students involved belong to more than one college; and, d. there is probable cause. <p>The Dean or the SDC shall determine jurisdiction of the case and, when necessary, refer the case within seven (7) to the appropriate forum, in accordance with Article VII Sections 3.4.1 and 3.4.2.</p>	<p>SECTION 5. Jurisdiction - All cases involving discipline of students under these rules shall be subject to the jurisdiction of the student disciplinary tribunal, except the following cases which shall fall under the jurisdiction of the appropriate college or unit:</p> <ol style="list-style-type: none"> a) Violation of college or unit rules and regulations by students of the college, or b) Misconduct committed by students of the college or unit within its classrooms or premises or in the course of an official activity; <p>Provided, that regional units of the University shall have original jurisdiction over all cases involving students of such units. (Sec. 5, RRSCD)</p>
<p>Section 3.4.1. Jurisdiction of the College Dean</p>	<p>SECTION 5. Jurisdiction - All cases involving</p>

<p>In all cases where the act subject of the complaint is less serious and/or is committed within a particular college and involves only students belonging to said college, the concerned College Dean shall take jurisdiction of the case.</p>	<p>discipline of students under these rules shall be subject to the jurisdiction of the student disciplinary tribunal, except the following cases which shall fall under the jurisdiction of the appropriate college or unit:</p> <ul style="list-style-type: none"> a) Violation of college or unit rules and regulations by students of the college, or b) Misconduct committed by students of the college or unit within its classrooms or premises or in the course of an official activity; <p>Provided, that regional units of the University shall have original jurisdiction over all cases involving students of such units. (Sec. 5, RRSCD)</p>
<p>Section 3.4.2. Jurisdiction of the Student Disciplinary Council</p> <p>In all other cases not falling under the jurisdiction of the College Dean, the Student Disciplinary Council shall take cognizance of the case.</p>	<p><i>SECTION 5. Jurisdiction</i> - All cases involving discipline of students under these rules shall be subject to the jurisdiction of the student disciplinary tribunal, except the following cases which shall fall under the jurisdiction of the appropriate college or unit:</p> <ul style="list-style-type: none"> <i>a) Violation of college or unit rules and regulations by students of the college, or</i> <i>b) Misconduct committed by students of the college or unit within its classrooms or premises or in the course of an official activity;</i> <p><i>Provided, that regional units of the University</i></p>

		shall have original jurisdiction over all cases involving students of such units. <i>(Sec. 5, RRSCD)</i>
	Section 3.5. Procedure to be followed by the College Dean	
	<p>Section 3.5.1. Alternative Dispute Resolution</p> <p>In all cases involving less serious misconduct, where Alternative Dispute Resolution (ADR) methods are applicable, the Dean shall, within one (1) week after the determination of jurisdiction, resolve the case by employing such methods. Upon arriving at a resolution, the same shall be made in writing, embodying all the terms agreed upon. Such written resolution, when signed by the Dean, shall be final and immediately executory.</p>	New provision
	<p>Section 3.5.2. College Disciplinary Committee (CDC)</p> <p>In cases where ADR is either inapplicable or where it was employed but no resolution had been arrived at, the Dean shall form a CDC within one (1) week after the determination of jurisdiction, or after the conclusion of the unsuccessful alternative dispute resolution, as the case may be. The Dean shall forward the complaint to the CDC and direct the same to take cognizance of the case.</p> <p>The CDC shall hear and resolve the case in accordance with Article VII Section 2.5 to 2.16, except that an appeal of a decision shall be made directly to the BOR.</p>	New provision
	Section 3.6. Procedure to be followed by the Student Disciplinary Council	
	Section 3.6.1. Jurisdiction of the SDC Chair	New provision

<p>In all cases cognizable by the SDC, where the act subject of the complaint is less serious as defined in this Code, the SDC Chair shall have jurisdiction.</p>	
<p>Section 3.6.2. Procedure before the SDC Chair</p> <p>In all cases where Alternative Dispute Resolution (ADR) methods are applicable, the SDC Chair shall resolve the case by employing such methods. Upon arriving at a resolution, the same shall be made in writing embodying all the terms agreed upon. Such written resolution, when signed by the SDC Chair, shall be final and immediately executory.</p> <p>In cases where ADR is either inapplicable or where it was employed but no resolution had been arrived at, and in all cases of serious misconduct other than intellectual dishonesty, the SDC Chair shall transmit the case to the SDC Executive Committee (SDC Execom) which shall form an Ad Hoc Disciplinary Hearing Committee, within one (1) week after the conclusion of the unsuccessful alternative dispute resolution.</p>	<p>New provision</p>
<p>Section 3.6.3. Constitution of the Ad Hoc Disciplinary Hearing Committee (AHDHC)</p> <p>The SDC Execom shall constitute the Ad Hoc Disciplinary Hearing Committee within one (1) week of receipt of the SDC Chair's referral.</p>	<p>New provision</p>
<p>Section 3.6.4. Proceedings</p> <p>The disciplinary committee shall not be bound by</p>	<p>SECTION 6. The SDT shall not be bound by the technical rules of evidence and may conduct summary proceedings through the submission of</p>

<p>technical rules of evidence and all proceedings shall be summary in nature. The parties and their witnesses, if any, shall submit affidavits subject to clarificatory questions by the disciplinary committee. The following requests to the disciplinary committee shall be prohibited:</p> <ul style="list-style-type: none"> a. Extension of time to file an answer; b. Dismissal of the complaint; c. Re-opening of a case; d. Demurrer to evidence; e. Postponements/cancellation of hearings; f. Reply/rejoinder; g. Intervention; and h. New proceedings on the same case. 	<p>sworn affidavits, subject to cross-examination or clarificatory questions. The failure of a party to present evidence on the scheduled date shall be deemed a waiver of his/her right to present such evidence. The failure of a party or his/ her counsel to attend the hearings on the scheduled dates shall not be a ground for postponing said hearings. (Rule IV, Sec. 6, RRGFSOSO)</p>
<p>Section 3.6.5. Summons</p> <p>The Committee shall, within three (3) to five (5) days from its constitution, issue summons to the respondent with a copy of the complaint and the Dean’s and/or SDC Chair’s referral. The summons shall be served personally to the respondent through the Secretary of the College to which s/he belongs or through the Office of the University Registrar (OUR) if the respondent does not belong to any college; by electronic mail to the respondent’s UP Webmail account, wherein the respondent is presumed to have received the Summons within three (3) days; and by registered mail to the respondent’s residence address indicated in her/his latest Form 5, wherein the respondent is presumed to have received the Summons within ten (10) days. Finally, a copy of the summons shall also be served to the respondent’s parents or guardians. It is incumbent upon the respondent to notify the University through her/his home College, of any change of address during the pendency of the case.</p>	<p>SECTION 8. Preliminary Inquiry - Upon receipt of the complaint or report, the tribunal or the Dean of the College, as the case may be, shall determine whether such complaint or report is sufficient to warrant formal investigation. In all cases where the complaint or report is found sufficient, formal charge or charges shall be drawn up and served upon each respondent. In every case, the parents or guardians of the students charged shall be furnished with a copy of the same. (Sec. 8, RRSCD)</p>

<p>Otherwise s/he is bound by the address given in her/his last Form 5. Receipt by the parents will be considered receipt by the respondent.</p> <p>These modes of service of summons shall apply to the service of notices, decisions and other communications.</p>	
<p>Section 3.6.6. Answer</p> <p>The respondent shall answer in writing within a non-extendible period of five (5) days from receipt of the summons and the complaint. If the respondent fails to answer within the time period, he/she is deemed to have waived her/his right to present her/his side.</p>	<p>SECTION 9. Answer - Each respondent shall be required to answer in writing within three (3) days from receipt of the charge or charges. Formal investigation shall be held on notice as provided below. (Sec. 8, RRSCD)</p>
<p>Section 3.6.7. Appearances</p> <p>The University shall appear through its duly authorized representative as provided in Article VII Section 2.3. If the complainant is a tenured member of the University Council, s/he may represent the University.</p> <p>The respondent shall appear in person and may be accompanied by parents, guardians and legal counsel. The participation of her/his parents, guardians and legal counsel shall be limited to advise.</p>	<p>SECTIONS 13. Failure to Appear at Hearing - Should either complainant or respondent fail to appear for the initial hearing after due notice and without sufficient cause, this fact shall be noted and the hearing shall proceed ex parte without prejudice to the party's appearance in subsequent hearings. (Sec. 13, RRSCD)</p> <p>SECTION 22. Rights of Respondents - Each respondent shall enjoy the following rights:</p> <p>(e) To defend himself personally, or by counsel, or representative of his own choice. If the respondent should desire but is unable to secure the services of counsel, he should manifest that fact two (2) days before the date of hearing, and request the tribunal or the investigating committee to designate counsel for him</p>

		from among the members of the University constituency. (Sec. 22, par. E, RRSCD)
	<p>Section 3.6.8. Notices</p> <p>The Committee shall serve to the parties, Dean, College Secretary, Department Chair, parent(s)/guardian(s), a notice of dates of preliminary meeting and hearings in such a manner as shall ensure the receipt of the notice at least three (3) days before the date of the meeting/hearing.</p>	<p>SECTION 12. Notice of Hearing - All parties concerned shall be notified of the date set for hearing at least two (2) days before such hearing. Notice to counsel of record or duly authorized representative of a party shall be sufficient notice for the purpose of this section. (Sec. 13, RRSCD)</p>
	<p>Section 3.6.9. Preliminary Meeting</p> <p>The preliminary meeting shall be mandatory. The Committee shall set the preliminary meeting date not later than one (1) week after receipt of the respondent's answer or after the expiration of the period within which the respondent should answer.</p> <p>Failure of the University and/or the private complainant to appear shall be ground to dismiss the complaint.</p> <p>Failure of the respondent to appear shall have the same effect as failure to answer.</p> <p>During the preliminary meeting, the parties shall consider all matters that will aid in the prompt disposition of the case, such as any facts admitted, marking of documents to be presented, dates of hearings, identity of witnesses and the gist of their testimony; and, in less serious cases, an amicable settlement.</p> <p>Matters taken and agreed upon during the</p>	New provision

<p>preliminary meeting shall be reduced in writing and attested to by the members of the Committee present, the University representative and/or the private complainant, and the respondent. The preliminary meeting report shall be binding on the parties. The parties may also agree to submit the case for resolution during the preliminary meeting.</p>	
<p>Section 3.6.10. Duration of hearing</p> <p>The initial hearing must be set not later than one (1) week after the receipt by the parties of the preliminary meeting report. Hearings must be completed within two (2) months after the initial hearing, after which the Committee shall decide the case.</p>	<p>SECTION 10. Hearing - Hearings shall begin not later than one (1) week after receipt of the respondent's answer or after the expiration of the period within which the respondent should answer. (Sec. 10, RRSCD)</p> <p>SECTION 11. Duration of Hearing - No hearing on any case shall last beyond two (2) calendar months. (Sec. 11, RRSCD)</p>
<p>Section 3.6.11. SDC decision</p> <p>Within fifteen (15) days after the final hearing, the Committee shall submit its decision to the SDC Execom which shall adopt or modify it within seven (7) days after receipt. The SDC Execom may modify the decision only in form but not in substance. The SDC shall immediately transmit the same to the Chancellor, copy furnished the Dean(s) and College Secretary(ies) concerned.</p> <p>The Committee decision shall contain the findings of fact, the applicable provisions of this Code, and the corresponding sanction.</p>	<p>SECTION 17. Decision of the Tribunal - The tribunal shall decide each case within fifteen (15) days from final submission. The decision shall be in writing and signed by a majority of its members. It shall include a brief statement of the findings of fact and the specific regulations on which the decision is based. (Sec. 17, RRSCD)</p>
<p>Section 3.6.12. Service of decision</p> <p>The parties concerned shall each be served a copy of</p>	<p>New provision</p>

<p>the SDC decision. The respondent shall be served in the manner provided in Article VII Section 2.6.</p>	
<p>Section 3.6.13. Appeal</p> <p>The resolution may be appealed to the UP Diliman Executive Committee (Execom) within seven (7) working days from receipt of the resolution, through the Chancellor. The Execom shall decide the appeal within two (2) months. The decision of the Execom may be appealed to the Board of Regents (BOR) within seven (7) working days upon receipt of the decision by the Execom, through the President.</p>	<p>SECTION 18. Finality of Decision - Any decision of the tribunal or of a Dean, other than expulsion, permanent disqualification from enrollment, or suspension for more than thirty (30) calendar days, shall become final and executory after fifteen (15) days from receipt of the decision by the respondent unless within five (5) days from receipt thereof a motion for reconsideration of the same is filed, in which case the decision shall be final after fifteen (15) days from receipt of the action on the motion for reconsideration. (Sec. 18, RRSCD)</p> <p>SECTION 19. Appeal to the President or Chancellor - In all cases in which final decision is not conferred on a Dean or the Tribunal, the respondent may file an appeal with the President or the Chancellor within ten (10) days exclusive of Sundays and official holidays after receipt of the decision. (Sec. 16, RRSCD)</p> <p>SECTION 20. Action by the President or Chancellor - Action of the President or Chancellor on recommendation coming from the Dean on appeal from a decision of a Dean or the Tribunal shall be rendered within ten (10) days exclusive of Sundays and official holidays after receipt of the appeal.</p> <p>The Executive Committee shall automatically review and decide all student disciplinary cases in</p>

		<p>which the penalty of suspension for one (1) year or more, expulsion, and withdrawal of registration privileges is imposed.</p> <p>The authority given to the Executive Committee under this rule is understood to include the power to affirm, reverse, decrease or increase the penalties imposed in the cases under review.</p> <p>The decision of the Executive Committee shall be final and executory after fifteen (15) days from receipt of the decision by the respondent unless, in the meantime, an appeal is made to, and given due course, by the Board of Regents. (Sec. 23, RRSCD)</p> <p>SECTION 21. Action by the Board of Regents - The Board may review on appeal decisions of the President or Chancellor when the penalty imposed is expulsion, suspension for more than one (1) academic year, or any other penalty of equivalent severity. (Sec. 21, RRSCD)</p>
	<p>Section 3.6.14. Finality and enforcement of the decision</p> <p>If no appeal is made, the Dean(s) shall immediately enforce the decision upon receipt by the respondent or her/his parent(s)/guardian(s)/nearest relative at the address written in the respondent's last Form 5. It is incumbent upon the respondent to notify the University through her/his home College, of any change of address during the pendency of the case. Otherwise s/he is bound by the address given in her/his last Form 5. The parent(s)/guardian(s) shall be furnished a copy of the decision.</p>	<p>SECTION 18. Finality of Decision - Any decision of the tribunal or of a Dean, other than expulsion, permanent disqualification from enrollment, or suspension for more than thirty (30) calendar days, shall become final and executory after fifteen (15) days from receipt of the decision by the respondent unless within five (5) days from receipt thereof a motion for reconsideration of the same is filed, in which case the decision shall be final after fifteen (15) days from receipt of the action on the motion for reconsideration. (Sec. 18,</p>

	<p>Section 3.6.15. Implementation of Sanctions Involving Suspension</p> <p>Final decision of suspensions of thirty (30) to sixty (60) days, which are executory within thirty (30) days prior to the first day of the final examination period, shall take effect on the first day of classes during the subsequent semester, except when the respondent is graduating, in which case the sanction shall immediately take effect upon receipt of the final decision in accordance with Article VII Section 3.5.15.</p>	<p>RRSCD)</p> <p>SECTION 23. Effect of Decision - Decisions shall take effect as provided in these rules. However, final decisions of suspension or dismissal within thirty (30) days prior to any final examination, shall take effect during the subsequent semester, except when the respondent is graduating, in which case the penalty shall immediately take effect. (Sec. 23, RRSCD)</p>
	<p>Section 4. Procedure for Misconduct of Registered Student Organizations (See attached flowchart.)⁴</p> <p>This Section pertains to the procedure for acts of misconduct involving student organizations</p>	<p>New provision</p>
	<p>Section 4.1. How commenced</p> <p>An incident involving misconduct of a student organization may be reported, orally or in writing, by anyone to any College or University official. The recipient of the complaint shall, within twenty-four (24) hours, report the complaint to the SDC or to the Dean of the College concerned.</p>	<p>SECTION 1. No member or officer of a fraternity, sorority or student organization shall be formally charged before the SDT unless a preliminary inquiry has been conducted by any member of the SDT, which must be finished not later than five (5) working days from the date of filing of the complaint; provided, that where the misconduct is committed within the premises of a college, it shall be the responsibility of the Dean concerned to ensure that an appropriate complaint is expeditiously filed with the SDT within</p>

⁴ For these provisions, reference shall be primarily made to the Revised Rules and Regulations Governing Fraternities, Sororities, and Other Student Organizations (RRRGFSOSO), as Approved at the 1091st BOR Meeting, October 24, 1995.

		the same period of five (5) working days. In any other case, such responsibility shall lie with the Vice-Chancellor for Student Affairs or the equivalent official in the autonomous university. (Rule III, Sec. 1, RRRGFSOSO)
Section 4.2. Parties	In all misconduct cases involving student organizations, the University is the complainant, together with a private complainant, if any. The student organization, represented by its head, is the respondent.	New provision
Section 4.3. Determination of Jurisdiction and Probable Cause	<p>The Dean or the SDC shall determine whether:</p> <ul style="list-style-type: none"> a. the act subject of the complaint is serious or less serious misconduct; b. the misconduct occurred in more than one College; c. the student organization involved is College or University recognized; and, d. there is probable cause to file the complaint. <p>The Dean or the SDC shall determine jurisdiction of the case and forward the report to the appropriate forum, in accordance with Article VII Sections 4.3.1 and 4.3.2, within one (1) week.</p>	New provision
Section 4.3.1. Jurisdiction of the College Dean		SECTION 2. The Student Disciplinary Tribunal (SDT) shall have jurisdiction to try all cases involving

	<p>The College Dean shall have jurisdiction of the case when the act subject of the complaint is less serious, committed within the College, and involves a College-recognized student organization.</p>	<p>fraternity, sorority and other student organization-related incidents without prejudice to the summary powers of the disciplining authorities as provided in these and other existing rules. The presence of at least a majority of the members shall constitute a quorum for the Tribunal to conduct formal investigations of all cases within its jurisdiction. The members so appointed shall be entitled to such honorarium, allowance or benefit as shall be fixed by the President. (Rule II, Sec. 2, RRRGFSOSO)</p>
	<p>Section 4.3.2. Jurisdiction of the Student Disciplinary Council</p> <p>The Student Disciplinary Council shall have jurisdiction over all cases not included in Article VII Section 4.3.1.</p>	<p>SECTION 2. The Student Disciplinary Tribunal (SDT) shall have jurisdiction to try all cases involving fraternity, sorority and other student organization-related incidents without prejudice to the summary powers of the disciplining authorities as provided in these and other existing rules. The presence of at least a majority of the members shall constitute a quorum for the Tribunal to conduct formal investigations of all cases within its jurisdiction. The members so appointed shall be entitled to such honorarium, allowance or benefit as shall be fixed by the President. (Rule II, Sec. 2, RRRGFSOSO)</p>
	<p>Section 4.4. Procedure to be followed by the College Dean</p>	
	<p>Section 4.4.1. Alternative Dispute Resolution (ADR)</p> <p>The Dean shall, within seven (7) days after determination of jurisdiction and probable cause, resolve the case by employing ADR methods. Upon arriving at a resolution, the same shall be made in writing embodying all</p>	<p>New provision</p>

	<p>the terms agreed upon. Such written resolution, when signed by the Dean, shall be final and immediately executory.</p>	
	<p>Section 4.4.2. College Disciplinary Committee (CDC)</p> <p>In cases where ADR failed, the Dean shall form a CDC within one (1) week after the unsuccessful ADR has been concluded, which shall assume jurisdiction over the case.</p>	<p>New provision</p>
	<p>Section 4.5. Procedure to be followed by the College Disciplinary Committee (CDC)</p>	
	<p>Section 4.5.1. Summons</p> <p>The Committee shall, within three (3) to five (5) days from its constitution, issue summons to the respondent with a copy of the complaint through the College Secretary. The respondent is presumed to have received the summons and complaint within three (3) days.</p> <p>This mode of service of summons shall apply to the service of notices, decisions and other communications.</p>	<p>SECTION 3. The formal charge shall be served on the student/respondent(s) through the Dean of the college, a copy of which shall be furnished the parents and/or guardians or the student-respondent(s). (Rule III, Sec. 3, RRRGFSOSO)</p>
	<p>Section 4.5.2. Answer</p> <p>The respondent shall answer in writing within three (3) days from receipt of the summons and the complaint. If the respondent fails to answer within the time period, it is deemed to have waived its right to present evidence on its behalf.</p>	<p>New provision</p>
	<p>Section 4.5.3. Appearances</p>	<p>New provision</p>

<p>The College shall appear as complainant through its duly authorized representative appointed by the Dean from among its regular faculty. The respondent shall appear through its head with the assistance of a lawyer if desired, but the latter shall not be allowed to present evidence and argue in behalf of the respondent.</p>	
<p>Section 4.5.4. Notices</p> <p>The Committee shall serve to the parties a notice of dates of preliminary meeting and hearings in such a manner as shall ensure the receipt of the notice at least three days before the date of the initial hearing.</p>	<p>SECTION 5. The SDT shall commence the hearing of the case within five (5) days after all parties have been duly furnished copies of the formal charge, and the hearings shall continue from day to day until the case is submitted for resolution, which shall not be later than forty-five (45) days after the commencement of said hearings. (Rule IV, Sec. 5, RRRGFSOSO)</p>
<p>Section 4.5.5. Preliminary Meeting</p> <p>The preliminary meeting shall be mandatory. The Committee shall set the preliminary meeting date not later than one (1) week after receipt of the respondent's answer or after the expiration of the period within which the respondent should answer.</p> <p>Failure of the College and/or the private complainant to appear shall be ground to dismiss the complaint.</p> <p>Failure of the respondent to appear shall have the same effect as failure to answer.</p> <p>During the preliminary meeting, the parties shall consider all matters that will aid in the prompt disposition of the case, such as any facts admitted, marking of documents to be presented, dates of hearings, identity of</p>	<p>New provision</p>

<p>witnesses and the gist of their testimony; and, in less serious cases, an amicable settlement.</p> <p>Matters taken and agreed upon during the preliminary meeting shall be reduced in writing and attested to by the members of the Committee present, the College representative and/or the private complainant, and the respondent. The preliminary meeting report shall be binding on the parties. The parties may also agree to submit the case for resolution during the preliminary meeting.</p>	
<p>Section 4.5.6. Duration of hearing</p> <p>Hearings must be completed within two months after the preliminary hearing, after which the Committee shall resolve the case.</p>	<p>SECTION 5. The SDT shall commence the hearing of the case within five (5) days after all parties have been duly furnished copies of the formal charge, and the hearings shall continue from day to day until the case is submitted for resolution, which shall not be later than forty-five (45) days after the commencement of said hearings. (Rule IV, Sec. 5, RRRGFSOSO)</p>
<p>Section 4.5.7. Committee decision</p> <p>Within fifteen (15) days after the final hearing, the Committee shall submit its decision to the Dean.</p> <p>The Committee decision should contain the findings of fact, the applicable provisions of this Code, and the corresponding sanction.</p>	<p>SECTION 1. The SDT shall render decisions within fifteen (15) days from the time the cases are deemed submitted for resolution. (Rule V, Sec. 1, RRRGFSOSO)</p>
<p>Section 4.5.8. Service of decision</p> <p>The parties concerned shall each be served a copy of the CDC decision.</p>	<p>New provision</p>

	<p>The decision of the CDC is final and executory fifteen (15) days upon receipt by the party.</p>	
	<p>Section 4.6. Procedure to be followed by the Student Disciplinary Council (SDC)</p>	
	<p>Section 4.6.1. Jurisdiction</p>	
	<p>Section 4.6.1.1. Jurisdiction of the SDC Chair</p> <p>In all cases cognizable by the SDC, where the act subject of the complaint is less serious misconduct, the SDC Chair shall have jurisdiction.</p>	<p>SECTION 2. The Student Disciplinary Tribunal (SDT) shall have jurisdiction to try all cases involving fraternity, sorority and other student organization-related incidents without prejudice to the summary powers of the disciplining authorities as provided in these and other existing rules. The presence of at least a majority of the members shall constitute a quorum for the Tribunal to conduct formal investigations of all cases within its jurisdiction. The members so appointed shall be entitled to such honorarium, allowance or benefit as shall be fixed by the President. (Rule II, Sec. 2, RRRGFSOSO)</p>
	<p>Section 4.6.1.2. Jurisdiction of the SDC Ad Hoc Disciplinary Hearing Committee (AHDHC)</p> <p>In all cases cognizable by the SDC, where the act subject of the complaint is serious misconduct, or the complaint is transmitted by the SDC Chair to the SDC, the SDC through an Ad Hoc Disciplinary Hearing Committee (AHDHC), shall have jurisdiction.</p>	<p>SECTION 2. The Student Disciplinary Tribunal (SDT) shall have jurisdiction to try all cases involving fraternity, sorority and other student organization-related incidents without prejudice to the summary powers of the disciplining authorities as provided in these and other existing rules. The presence of at least a majority of the members shall constitute a quorum for the Tribunal to conduct formal investigations of all cases within its jurisdiction. The members so appointed shall be entitled to such honorarium, allowance or benefit as shall be fixed by the President. (Rule II, Sec. 2,</p>

		RRRGFSOSO)
	<p>Section 4.6.2. Procedure before the SDC Chair</p> <p>In all cases where Alternative Dispute Resolution methods are applicable, the SDC Chair shall resolve the case by employing such methods within one (1) week after the determination of jurisdiction. Upon arriving at a resolution, the same shall be made in writing embodying all the terms agreed upon. Such written resolution, when signed by the SDC Chair, shall be final and immediately executory.</p> <p>In cases where ADR is either inapplicable or where it was employed but no resolution had been arrived at, the SDC Chair, after finding probable cause, shall transmit the case to the SDC, who shall form an Ad Hoc Disciplinary Hearing Committee (AHDHC), within one (1) week after the unsuccessful ADR has been concluded.</p>	New provision
	<p>Section 4.6.3. Procedure before the SDC Ad Hoc Disciplinary Hearing Committee (AHDHC)</p> <p>Upon its constitution, the Ad Hoc Disciplinary Hearing Committee (AHDHC) shall receive the complaint from the SDC and thereafter take jurisdiction the case.</p>	New provision
	<p>Section 4.6.3.1 Summons</p> <p>The Committee shall, within three (3) to five (5) days from its constitution, issue summons to the respondent with a copy of the complaint. In cases where the respondent is College-recognized, the summons shall be served to the respondent through the College Secretary of the College which issued recognition and/or the College where the</p>	SECTION 3. The formal charge shall be served on the student/respondent(s) through the Dean of the college, a copy of which shall be furnished the parents and/or guardians or the student-respondent(s). (Rule III, Sec. 3, RRRGFSOSO)

<p>head is enrolled. In cases where the respondent is University-recognized, the summons shall be served through the Office of Student Activities (OSA) and the College Secretary of the College where the head belongs. The respondent is presumed to have received the summons and the complaint within three (3) days.</p> <p>These modes of service of summons shall apply to the service of notices, decisions and other communications.</p>	
<p>Section 4.6.3.2. Answer</p> <p>The respondent shall answer in writing within three (3) days from receipt of the summons and the complaint. If the respondent fails to answer within the time period, it is deemed to have waived its right to present evidence on its behalf.</p>	<p>New provision</p>
<p>Section 4.6.3.3. Appearances</p> <p>The University shall appear as complainant through its duly authorized representative appointed by the Chancellor: the Director or Coordinator of the Office of Student Activities (OSA) if the respondent is University-recognized; the College Secretary of the College that issued recognition if the respondent is College-recognized. The respondent shall appear through its head with the assistance of a lawyer if desired, but the latter shall not be allowed to present evidence and argue in behalf of the respondent.</p>	<p>SECTION 1. Lawyers from the Legal Office of the autonomous university shall represent the University in all proceedings before the SDT. Private lawyers appearing before the SDT shall be under the direct control and supervision of the University Prosecutor. (Rule IV, Sec. 1,RRRGFSOSO)</p> <p>SECTION 2. In case no lawyer from the Legal Office is available to act as counsel for the University, the Vice- Chancellor for Student Affairs or the equivalent official in the autonomous university shall deputize any lawyer in the University to act as Counsel. The lawyer so deputized shall report directly to the Chief Legal Officer of the other autonomous university for</p>

		<p>instructions on the case.</p> <p>The lawyers so deputized shall be entitled to an honorarium to be fixed by the President. (Rule IV, Sec. 2, RRRGFSOSO)</p> <p>SECTION 3. No lawyer-employee of the University shall be allowed to defend cases before the SDT, unless the respondents are within the third-degree of affinity or consanguinity. (Rule IV, Sec. 3, RRRGFSOSO)</p>
	<p>Section 4.6.3.4. Notices</p> <p>The Committee shall serve to the parties a notice of dates of preliminary meeting and hearings in such a manner as shall ensure the receipt of the notice at least three days before the date of the initial hearing.</p>	<p>SECTION 5. The SDT shall commence the hearing of the case within five (5) days after all parties have been duly furnished copies of the formal charge, and the hearings shall continue from day to day until the case is submitted for resolution, which shall not be later than forty-five (45) days after the commencement of said hearings. (Rule IV, Sec. 5, RRRGFSOSO)</p>
	<p>Section 4.6.3.5. Preliminary Meeting</p> <p>The preliminary meeting shall be mandatory. The Committee shall set the preliminary meeting date not later than one (1) week after receipt of the respondent's answer or after the expiration of the period within which the respondent should answer.</p> <p>Failure of the University and/or the private complainant to appear shall be ground to dismiss the complaint.</p> <p>Failure of the respondent to appear shall have the same effect as failure to answer.</p>	<p>New provision</p>

<p>During the preliminary meeting, the parties shall consider all matters that will aid in the prompt disposition of the case, such as any facts admitted, marking of documents to be presented, dates of hearings, identity of witnesses and the gist of their testimony; and, in less serious cases, an amicable settlement.</p> <p>Matters taken and agreed upon during the preliminary meeting shall be reduced in writing and attested to by the members of the Committee present, the University representative and/or the private complainant, and the respondent. The preliminary meeting report shall be binding on the parties. The parties may also agree to submit the case for resolution during the preliminary meeting.</p>	
<p>Section 4.6.3.6. Duration of hearing</p> <p>Hearings must be completed within two months after the preliminary hearing, after which the Committee shall resolve the case.</p>	<p>SECTION 5. The SDT shall commence the hearing of the case within five (5) days after all parties have been duly furnished copies of the formal charge, and the hearings shall continue from day to day until the case is submitted for resolution, which shall not be later than forty-five (45) days after the commencement of said hearings. (Rule IV, Sec. 5, RRRGFSOSO)</p>
<p>Section 4.6.3.7. Committee decision</p> <p>Within fifteen (15) days after the final hearing, the Committee shall submit its decision to the SDC Execom which shall adopt or modify it within seven (7) days after receipt. The SDC Execom may modify the decision only in form but not in substance. The SDC shall immediately transmit the same to the Chancellor, copy furnished the</p>	<p>SECTION 1. The SDT shall render decisions within fifteen (15) days from the time the cases are deemed submitted for resolution. (Rule V, Sec. 1, RRRGFSOSO)</p>

	<p>Dean(s) and College Secretar(ies) concerned.</p> <p>The Committee decision should contain the findings of fact, the applicable provisions of this Code, and the corresponding sanction.</p>	
	<p>Section 4.6.3.8. Service of decision</p> <p>The parties concerned shall each be served a copy of the SDC decision. The respondent shall be served in the manner provided in Article VII Section 4.5.3.1.</p> <p>The decision is immediately executory upon receipt by the Office of Student Activities (OSA) and/or the Dean(s) concerned.</p>	<p>SECTION 2. Decisions of the SDT imposing the penalty of suspension for a period not exceeding one (1) year shall be final and executory, even pending any appeal, while decisions imposing a higher penalty shall not be immediately executory. In both cases, the respondent may file an appeal to the President through the Chancellor of the autonomous university concerned within ten (10) days from receipt by the respondent or counsel of the SDT decision. (Rule V, Sec. 2, RRRGFSOSO)</p>
	<p>Section 5. Rights of Respondents.</p> <p>Each respondent shall enjoy the following rights:</p>	
	<p>a. To the integrity of the administrative procedure;</p>	<p>New provision</p>
	<p>b. To the protection that the burden of proof rests with the complainant, who must present substantial;</p>	<p>SECTION 22. Rights of Respondents - Each respondent shall enjoy the following rights:</p> <p>(b) To be convicted only on the basis of substantial evidence, the burden of proof being with the person bringing the charge. (Sec. 22(b), RRSCD)</p>
	<p>c. To be heard only on evidence introduced at the proceedings of which the respondent has been properly apprised;</p>	<p>SECTION 22. Rights of Respondents - Each respondent shall enjoy the following rights:</p>

	(c) To be convicted only on evidence introduced at the proceedings or of which the respondent has been properly apprised. (Sec. 22(c), RRSCD)
d. To defend herself/himself personally or, in the case of minors, assisted by her/his parent(s)/guardian(s);	SECTION 22. Rights of Respondents - Each respondent shall enjoy the following rights: (e) To defend himself personally, or by counsel, or representative of his own choice. If the respondent should desire but is unable to secure the services of counsel, he should manifest that fact two (2) days before the date of hearing, and request the tribunal or the investigating committee to designate counsel for him from among the members of the University constituency. (Sec. 22(e), RRSCD)
e. To a speedy and judicious resolution of the case;	New provision
f. To request as sanction community service, in cases so allowed, which may only be granted by the disciplinary body concerned; and	<i>11. Members of organizations which are suspended may be asked to do community services, tutorials, and other activities under the supervision of the OSA, in order to lift their status. (Par. 11, GARORUSO)</i>
g. To appeal a decision in accordance with R.A. 9500.	New Provision
Section 6. Preventive Suspension Notwithstanding the provisions of the foregoing sections, the Chancellor, through the VCSA, or a Dean may preventively	SECTION 22. Rights of Respondents - Each respondent shall enjoy the following rights: (d) Pending final decision on any charge, to

<p>suspend, for a limited period not to exceed twenty (20) days, a student and/or a student organization in the following cases:</p> <ul style="list-style-type: none"> a. Misconduct as described in: <ul style="list-style-type: none"> 1) Article VI Section 1.1.b , 1.1.c, 1.3.1.a, 1.3.1.b, 1.3.1.c, 1.3.1.d, 1.3.1.e, 1.3.1.f, 1.3.1g, 1.3.2.a, 1.4.b, 1.4.c., 1.4.f, 1.6, and 2) All of Article VI Section 2. b. Misconduct committed in the presence of a faculty member or any official of the University within the classrooms or premises of a College, or in the course of an official function sponsored by the College; <p>Preventive suspension aims to assist investigation by preventing a student or student organization from destroying, hiding or suppressing evidence and to prevent a student or a student organization from inflicting damage to persons or property.</p> <p>Preventive suspension is an involuntary temporary leave from the university wherein a student shall not be allowed to enroll and may not:</p> <ul style="list-style-type: none"> a. Attend classes and academic activities; b. Enter academic buildings and their premises; c. Use campus facilities, including but not limited to, athletic facilities, libraries, and computer laboratories; except dormitories for dormitory residents; d. Participate in student activities within University premises; e. Hold student jobs; f. Take exams; and 	<p>enjoy all his rights and privileges as a student, subject to the power of the Dean or the tribunal to order the preventive suspension of the respondent for not more than fifteen (15) days where suspension is necessary to maintain the security of the college or the University. (Sec. 22(d), RRSCD)</p>
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<p>g. Enjoy IT privileges as listed in Appendix C.</p> <p>The preventive suspension may include other conditions set by the Chancellor or Dean.</p> <p>The preventive suspension of a student organization shall mean involuntary temporary loss of privileges attendant to being a recognized student organization.</p>	
<p>Section 7. Records</p> <p>All proceedings before any disciplinary body shall be set down in writing by a competent official record keeper. Original records pertaining to student discipline shall be under the custody of the Vice-Chancellor for Student Affairs. Such records are hereby declared confidential and no person shall have access to the same for inspection or copying unless s/he is involved therein, or unless s/he has a legal right which cannot be protected or vindicated without access to or copying of such records, or unless authorized in writing by the Chancellor. Any person who violates the confidential nature of such records shall be subject to disciplinary action, without prejudice to the filing of appropriate cases in Court.</p>	<p>SECTION 24. Records - All proceedings before any tribunal or Committee shall be set down in writing by a competent stenographer. Original records pertaining to student discipline shall be under the custody of the Vice- Chancellor for Student Affairs. Such records are hereby declared confidential and no person shall have access to the same for inspection or copying unless he is involved therein, or unless he has a legal right which cannot be protected or vindicated without access to or copying of such records. Any University official or employee who shall violate the confidential nature of such records shall be subject to disciplinary action. (Sec. 24, RRSCD)</p>

Article VIII. General Provisions	
<p>Section 1. Effectivity</p> <p>This Code shall supersede all previous rules on student discipline (Rules and Regulations on Student Conduct and Discipline; Revised Rules and Regulations Governing Fraternities, Sororities and other Student Organizations; General Guidelines on <i>Tambayans</i> in UP Diliman; General Guidelines on <i>Tambayans</i> in the UP Main Library; and Guidelines on the Application for, or Renewal of, Official Recognition of University-recognized Student Organizations) and shall take effect after its approval by the University Council and the Board of Regents on the first day of the succeeding semester.</p>	New provision
<p>Section 2. Separability Clause</p> <p>If any clause, sentence, paragraph or part of this Code shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of said Code, but shall be confined in its operation to the clause, sentence, paragraph or part thereof directly involved in the controversy.</p>	New provision
<p>Section 3. Amendment Clause</p> <p>Any provision of this Code may be amended by a special meeting for the purpose, by the University Council. The amendment, as approved by the Board of Regents, shall take effect on the first day of the succeeding semester. Students and faculty may propose amendments to the Code.</p>	New provision
<p>Section 4. Repealing Clause</p>	New provision

<p>Existing bodies, tribunals, offices, committees, and units which are rendered obsolete by this Code are hereby dissolved; and all existing rules and regulations that are in conflict with this Code are hereby repealed.</p>	
<p>Section 5. Transition Clause</p> <p>Present bodies shall remain until the new disciplinary committees are created.</p>	<p>New provision</p>
<p>Section 6. Effect on Pending Cases</p> <p>This Code shall govern all pending cases, except to the extent that its application would not be feasible or just, in which event the former rules of procedure shall apply.</p>	<p>New provision</p>
<p>Section 7. Review</p> <p>This Code shall be reviewed at least once every ten (10) years.</p>	<p>New provision</p>

Appendix A

I. Acts of misconduct of students

A. Serious

1. Intellectual dishonesty
 - a. Plagiarism
 - b. Distortion and/or destruction of data
 - c. Copying or providing the means or accessing means to copy exam answers, homework, projects, laboratory experiments, term papers, etc.; possession and/or use of cheat devices during an examination; allowing another person to take an examination in one's name, and/or impersonating another student or allowing someone to impersonate oneself in an academic activity; and manipulating a corrected exam paper
 - d. Submission of the same work in two or more courses without the instructors' consent
 - e. Other acts analogous to a, b, c and d
2. Fraud - making a false statement and practicing any deception or fraud in connection with
 - a. Admission to the University
 - b. Registration in the University
 - c. Retention in the University
 - d. Graduation from the University
 - e. Application to and/or receiving any scholarship or grant funded or managed by the University and its affiliated institutions
 - f. Registration of student organizations
 - g. Use of University facilities by, or in the name of, student organizations
 - h. Use of intellectual property of the University
3. Harm to persons
 - a. Creating within the University premises disorder, tumult, breach of peace, or serious disturbance resulting to harm to persons
 - b. Physically attacking any person
 - c. Engaging in any of the acts described in R.A. 8049, otherwise known as the Anti-Hazing Law
 - d. Accepting a student who has not completed a one- semester residency in UP Diliman for membership in a registered student organization

- e. Disrespect towards any person, which includes, but not limited to, insulting and/or threatening behavior or use of profane or insulting and/or threatening language
 - f. All acts described in the Anti-Sexual Harassment Act of 1995 (R.A. 7877) and its Implementing Rules and Regulations (IRR) approved by the Board of Regents
4. Possession and/or use within the University premises of any dangerous or deadly or potentially deadly object or material such as, but not limited to, firearm; any bladed or pointed object; stick, pipe, or any similar object; and chemicals; unless required in her/his course;
 5. Unauthorized possession and/or use of regulated or prohibited drugs or substances enumerated in the Comprehensive Dangerous Drugs Act of 2002 (as amended) within the University premises
 6. Engaging in disgraceful conduct within University premises
 7. Willfully disobeying any lawful order or directive by the Chancellor, Vice Chancellors, Deans, Directors of academic units, College Secretaries, OSA Director and members of disciplinary bodies, including but not limited to, summons for purposes of investigation and other proceedings
 8. Violations of the Approved Accepted Use Policy (AUP) for Information Technology (IT) Resources of the University of the Philippines
 9. Any other form of misconduct affecting the good order and welfare and/or good name of the University

B. Less serious

1. Harm to things
 - a. Damaging or defacing property within University premises, including but not limited to, littering and vandalism
 - b. Stealing within University premises
2. Drinking of alcoholic beverages and/or drunken behavior within University premises, except where and when expressly allowed by the Chancellor
3. Gambling within the University

II. Acts of misconduct of registered student organizations

A. Serious

1. Fraud

- a. Making a false statement and practicing or attempting to practice any deception or fraud in connection with application for registration
- b. Making a false statement and practicing or attempting to practice any deception or fraud in connection with use of University facilities
- c. Making a false statement and practicing or attempting to practice any deception or fraud in connection with application in any University-funded or managed grant
- d. Making a false statement and practicing or attempting to practice any deception or fraud in connection with application for *tambayan*
- e. Making a false statement and/or withholding information in relation to the changes in the organization's membership and officers within the duration of registration

2. Harm to persons

- a. Creating within the University premises disorder, tumult, breach of peace, or serious disturbance such as, but not limited to, rumbles, resulting in harm to persons
- b. Accepting a student who has not completed a one-semester residency for membership in a registered student organization
- c. Any violation as described in R.A. 8049, otherwise known as the Anti-Hazing Law

3. Obstructing or attempting to obstruct University authorities from inspecting, copying, and/or photographing designated documents, papers, books, accounts, letter, photographs, objects or tangible things in the student organization's possession, custody or control in connection with an ongoing investigation

4. Engaging in any other form of misconduct, whether within or outside University premises, significantly affecting the good order and welfare and/or good name of the University, and/or which violates the provisions of this Code regarding student organizations.

B. Less serious

1. Damaging or defacing property within University premises, including but not limited to, littering and vandalism
2. Appropriating for the student organization in the University property of another within University premises

Appendix B

Sanctions

1. Admonition/reprimand
2. Apology
3. Cancellation of registration
4. Expulsion
5. Suspension
6. Withdrawal of degree

Additional sanctions, which may be concurrently imposed with above sanctions

1. Fine
2. Disqualification from graduation with honors
3. Reparation
4. Restitution
5. Suspension or withdrawal of IT privileges
6. Withdrawal of honors

Sanctions that are *sui generis* or in a class of their own:

For students:

1. Cancellation of admission to the University
2. Community service

For student organizations:

1. Cancellation of recognition
2. Perpetual disqualification from recognition
3. Suspension of recognition

Appendix C

IT Privileges of UP Diliman Students

IT privileges include, among other things, the use of computing facilities, network and Internet infrastructure, and access to online services and content either provided directly, solely or jointly by the University; or operated by the University; or by University-authorized concessionaires and third parties. The following list provides examples of these facilities and services:

1. the use of computers, IT facilities and devices, storage, printing, or other electronic / communication / media equipment;
2. the use of messaging and notification services, including basic telephony, voice, video, text, email, fax and instant messaging; as well as access to archived messages;
3. use of University-issued and University-branded electronic identities such as the UP Webmail and other email accounts, LDAP accounts, domain names, and similar electronic accounts bearing the UP domain, address or other similar University identifiers, even when issued through third-party providers;
4. access to the University's wired or wireless infrastructure, including the DILNET WiFi wireless service and other University-authorized third-party wireless providers;
5. access to the Internet and other networks to which the University may be interconnected;
6. access to University-owned, subscribed, generated, provided or hosted digital material, including library collections, course material, multimedia content, papers, online journal subscriptions;
7. access to online services such as student registration, course and other discussion groups, virtual classes and learning environments, student residence, scholarship application, payment and similar services;
8. access to online or stand-alone storage facilities and media, including shared or personal content and files;
9. access to and use of University-hosted webpages and websites, including students' home pages and archived content; and
10. the use of electronic IDs, badges, security keys, and other access control devices.