



Carlos Hilado Memorial State University

Alijis Campus • Binalbagan Campus • Fortune Towne Campus • Talisay (Main) Campus

A leading GREEN institution of higher learning in the global community by 2030

(Good governance, Research-oriented, Extension-driven, Education for Sustainable Development, and Nation-building)

Office of the Board Secretary

ANNOUNCEMENT !!!

Pursuant to RA 8292, the Board of Regents of **CARLOS HILADO MEMORIAL STATE UNIVERSITY (CHMSU)**, formally and publicly announces that the **Positions for Two (2) Members of the Board of Regents representing the PRIVATE SECTOR are now open.**

A. MINIMUM ELIGIBILITY REQUIREMENTS – Applicants / Nominees for PSR to the Carlos Hilado Memorial State University (CHMSU) Board of Regents (BOR) must meet the following minimum eligibility requirements:

1. Must be a Filipino citizen and of legal age;
2. Must be from an industry, business, or profession preferably related to the CHMSU's charter or mandate;
3. Must have at least five (5) years of employment, business, or practice of profession in the private sector;
4. Must be a resident for at least two (2) years of the city or province where CHMSU or its campuses are located;
5. Must not be connected with CHMSU or other government agencies and instrumentalities in any manner, for one (1) year immediately prior to his or her application / nomination to the Private Sector Representative (PSR) position;
6. Must not be currently employed or appointed to any position in the government (local, national, including government-owned and controlled corporations), be it full time or part time, at the time of application / nomination for the Private Sector Representative (PSR) position;
7. Must not be related to any member of the present Board or their duly authorized representatives, within fourth civil degree of consanguinity or affinity; and,
8. Must not have been a candidate who lost in any national or local election, except for barangay elections, within one (1) year after such election.

B. DOCUMENTARY REQUIREMENTS— Nominators/Nominees/Applicants for the position of the Private Sector Representative (PSR) shall provide the following documentary requirements:

1. Duly notarized application or nomination (with the conforme of the applicant /nominee); Formal Application / Nomination Letter addressed to:

HON. MARITA R. CANAPI, Ed.D.

Commissioner, Commission on Higher Education

Chair-Designate, CHMSU Board of Regents

HEDC Bldg., CHED, C.P. Garcia Ave.

U.P. Diliman, Quezon City

2. Duly accomplished, computerized and notarized Personal Data Sheet (CSC Form 212);



✉ chmsc_boardsec@yahoo.com

☎ (034) 712 0005 local 123

🌐 chmsc.edu.ph

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Excellence • Compassion • Environmentalism • Love of Country • Social Responsibility • Integrity • Openness • Resilience



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3. Certificate of Employment stating the applicant / nominee present position in the private sector related to the industry, business or profession related to the CHMSU's charter or mandate;
4. Service Record of the applicant / nominee who has been employed in the government at any point;
5. Latest NBI Clearance;
6. Certification that applicant / nominee is not connected with CHMSU;
7. Signed Commitment and Availability of the applicant / nominee to serve as PSR;
8. Signed Conforme to the conditions of PSR; and
9. Other documents as may be required by the CHMSU Board of Regents.

Applications, nominations, and other documentary requirements shall be filed personally, through a representative, by registered mail, or by authorized private courier. All applications or nominations must be received not later than **July 23, 2025, at 5:00 p.m.**, if mailed, it must be postmarked **July 23, 2025**. Online submission of documents may be allowed subject to submission of hard copies of the same.

Submit your application / nomination to:

MR. ROY C. RAMOS
Secretariat Committee
University Board Secretary
4th Floor Administration Building
Carlos Hilado Memorial State University
Talisay City, Negros Occidental
chmsc_boardsec@yahoo.com
totoroy1275@yahoo.com

The Search Committee shall only consider applications/nominations with complete supporting documents.

