



UNIVERSITY OF THE PHILIPPINES
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OFFICE OF THE CHANCELLOR

20 June 2023

ADMINISTRATIVE ORDER NO. ECLV-23-068

TO : Prof. Arlyn P. Macapinlac
Director
Office of Field Activities
Office of the Vice Chancellor for Academic Affairs

SUBJECT : Legal Review of Agreements relating to Student Field Activities

Effective immediately, all agreements relating to student field activities requiring legal review and which have not yet been referred to the UP Diliman Legal Office (DLO) are to be referred by the Office of Field Activities (OFA) directly to the Office of the Chancellor. The Chancellor shall take care of securing the review of such agreements either by the Diliman Legal Office or by other lawyers duly engaged for this purpose. The OFA and the unit requesting the review shall be referred by the Chancellor to the assigned lawyer so that all concerned may communicate with each other on the matter.

Should the Chancellor assign the agreement to a lawyer who is not with the DLO, the recommended revisions of said lawyer may be given similar weight as the recommendations of a lawyer from the DLO. Furthermore, the favorable opinion of said lawyer may be used as basis for executing or signing the agreement without need of securing a favorable opinion from the DLO.

Except to the extent modified by this Administrative Order, the procedure for the processing of agreements relating to student field activities shall remain the same.

Thank you.


EDGARDO CARLO L. VISTAN II
Chancellor

cc:

Prof. Percival F. Almoró
Officer-in-charge
OVCAA

Atty. Maria Melina B. Saldajeno
Chief Legal Officer
Diliman Legal Office