

agency_abbrv	agency_name	title	description	file_format	online_publication	location_or_url	disclosure	original_data_owner	data_maintainer	date_released (or coverage)	frequency_of_update
Agency abbreviation	Name of agency (spelled out)	Title of the information	Description of the information	CSV, XLS, SHP, KML, TXT, PDF, DOC, Standard (hard copy) etc.	Yes/No	Location of published information or URL for direct download	Whether the information is either of the following: - public : info can be disclosed for public consumption regardless of identity - exception : info is under the Exceptions List - internal : info only for agency consumption - with fee : info can be disclosed but with corresponding charges based on the agency's mandate/policies/business model - limited : info, upon verification of the requesting party's identity, can only be disclosed to specific person/s and/or entity/ies	Agency or office who originally owns the information	Unit responsible for the information	The date when the information was initially released (YYYY-MM-DD)	Daily, Annually, Biannually, Quarterly, Monthly
JHCSC	J.H. Cerilles State College	Issuances	MEMORANDUM: Directives, Commitments and Designations issued by the President	Standard	No	N/A	public	JHCSC	Office of the College President	2017 - 2015	
JHCSC	J.H. Cerilles State College	Issuances	Travel Orders	Standard	No	N/A	public	JHCSC	Office of the College President	2017 - 2015	
JHCSC	J.H. Cerilles State College	Issuances	Special Orders	Standard	No	N/A	public	JHCSC	Office of the College President	2017-2015	
JHCSC	J.H. Cerilles State College	Personal Services Itemization and Plantilla of Personnel (PSIPOP)	Plantilla of Positions	Standard	No	N/A	Internal	JHCSC	HRDO		When necessary
JHCSC	J.H. Cerilles State College	Daily Time Record (DTR)	Time Records	Standard	No	N/A	Internal	JHCSC	HRDO		Monthly
JHCSC	J.H. Cerilles State College	Leave Credits / Service Credits Card	Leave Credit Records	Standard	No	N/A	Limited	JHCSC	HRDO		Monthly
JHCSC	J.H. Cerilles State College	Attendance Monitoring Sheet	Attendance during Flag Ceremony / Orientations/ Meetings	Standard	No	N/A	Internal	JHCSC	HRDO		Daily/ Every Monday
JHCSC	J.H. Cerilles State College	Publication of Vacancy/s	Posting of Vacancy/s	Standard	No	N/A	public	JHCSC	HRDO		When necessary
JHCSC	J.H. Cerilles State College	Registry of Applicants	List of Applicants	Standard	No	N/A	Internal	JHCSC	HRDO		When necessary
JHCSC	J.H. Cerilles State College	Application Letters	Applicants	Standard	No	N/A	Internal	JHCSC	HRDO		When necessary
JHCSC	J.H. Cerilles State College	Employee Interview Records	Evaluation result of the applicants (for Interview)	Standard	No	N/A	Limited	JHCSC	HRDO		When necessary

JHCSC	J.H. Cerilles State College	CSC Report	Report on Appointment Issued, Accession and Separation	Standard	No	N/A	Internal	JHCSC	HRDO		Monthly/Quarterly
JHCSC	J.H. Cerilles State College	DBM Report	Annual Budget Preparation for Retirees/Non Itemized Position; Terminal Leave Benefits Payment; Rate of Honorarium of Faculty; Update Administrative Personnel Profile	Standard	No	N/A	public	JHCSC	HRDO		Monthly/Quarterly
JHCSC	J.H. Cerilles State College	Salary Schedule	Salary Grade/Rate	Standard	No	N/A	public	JHCSC	HRDO		Annually
JHCSC	J.H. Cerilles State College	Logbooks	Incoming and Outgoing Records	Standard	No	N/A	Internal	JHCSC			
JHCSC	J.H. Cerilles State College	Master List of Internally Generated References and Documents	List of Documents used in the Records and Archives Office	Standard	No	N/A	Internal / Limited	JHCSC	Records and Archives Office		
JHCSC	J.H. Cerilles State College	Master List of Externally Generated References and Documents	List of Documents used in the Records and Archives Office	Standard	No	N/A	Internal / Limited	JHCSC	Records and Archives Office		
JHCSC	J.H. Cerilles State College	Annual Report 2017	JHCSC's report on finances, activities and accomplishments	Standard	No	N/A	public	JHCSC	Planning Office	2018	Annually
JHCSC	J.H. Cerilles State College	Annual Report 2016	JHCSC's report on finances, activities and accomplishments	Standard	No	N/A	public	JHCSC	Planning Office	2017	Annually
JHCSC	J.H. Cerilles State College	Annual Report 2015	JHCSC's report on finances, activities and accomplishments	Standard	No	N/A	public	JHCSC	Planning Office	2016	Annually
JHCSC	J.H. Cerilles State College	2012 MARC 1 and MARC 2	JHCSC's MFO actual accomplishments in 2012	PDF	Yes	http://jhsc.edu.ph/?page_id=38	public	Development Academy of the Philippines	AO25 Secretariat	2013	Annually

JHCSC	J.H. Cerilles State College	2013 MARC 1 and MARC 2	JHCSC's MFO actual accomplishments in 2013	PDF	Yes	http://jhscs.edu.ph/?page_id=38	public	Development Academy of the Philippines	A025 Secretariat	2014	Annually
JHCSC	J.H. Cerilles State College	2014 MARC 1 and MARC 2	JHCSC's MFO actual accomplishments in 2014	PDF	Yes	http://jhscs.edu.ph/?page_id=38	public	Development Academy of the Philippines	A025 Secretariat	2015	Annually
JHCSC	J.H. Cerilles State College	2015 MARC 1 and MARC 2	JHCSC's MFO actual accomplishments in 2015	PDF	Yes	http://jhscs.edu.ph/?page_id=38	public	Development Academy of the Philippines	A025 Secretariat	2016	Annually
JHCSC	J.H. Cerilles State College	2016 MARC 1 and MARC 2	JHCSC's MFO actual accomplishments in 2016	PDF	Yes	http://jhscs.edu.ph/?page_id=38	public	Development Academy of the Philippines	A025 Secretariat	2017	Annually
JHCSC	J.H. Cerilles State College	2017 MARC 1 and MARC 2	JHCSC's MFO actual accomplishments in 2017	PDF	Yes	http://jhscs.edu.ph/?page_id=38	public	Development Academy of the Philippines	A025 Secretariat	2018	Annually
JHCSC	J.H. Cerilles State College	Budget Briefing Folio 2018	JHCSC's budget proposal for 2018	Standard	No	N/A	public	JHCSC	Budget Office	2017	Annually
JHCSC	J.H. Cerilles State College	Budget Briefing Folio 2017	JHCSC's budget proposal for 2017	Standard	No	N/A	public	JHCSC	Budget Office	2016	Annually
JHCSC	J.H. Cerilles State College	Budget Briefing Folio 2016	JHCSC's budget proposal for 2016	Standard	No	N/A	public	JHCSC	Budget Office	2015	Annually
JHCSC	J.H. Cerilles State College	COA Reports	Consolidated Quarterly Report of Infrastructure Projects	Standard	No	Records and Archives Office	public	JHCSC	Supervising Administrative Officer	2017	Annually
JHCSC	J.H. Cerilles State College	Results Matrix 2017-2022	JHCSC's physical performance targets from 2017-2022	Standard	No	Records and Archives Office	public	JHCSC	Planning Office	2017	
JHCSC	J.H. Cerilles State College	Citizen's Charter	JHCSC Offices / Units/ Sections which offers frontline services	PDF	Yes	http://jhscs.edu.ph/fileden/uploads/2018/10/JHCSC-Citizens-Charter-Updated.pdf	public	JHCSC			
JHCSC	J.H. Cerilles State College	201 Files	Individual Records of Employee	Standard	No	N/A	Limited	JHCSC	HRDO		
JHCSC	J.H. Cerilles State College	Salary Standardization Record	Notice of Salary Adjustment	Standard	No	N/A	Limited	JHCSC	HRDO		
JHCSC	J.H. Cerilles State College	Brochures	Program of Different School Activities	Standard	No	N/A	Internal	JHCSC			

JHCSC	J.H. Cerilles State College	Narrative Report	Mid-Year Agency Performance Review	Standard	No	N/A	public	JHCSC	Planning Office	January - June 2017	
JHCSC	J.H. Cerilles State College	Narrative Report	Agency Performance Review	Standard	No	N/A	public	JHCSC	Planning Office	2017	Annually
JHCSC	J.H. Cerilles State College	Linkages Status Report	JHCSC Linkages Status Report for the First Quarter	Standard	No	N/A	Internal	JHCSC	External Relations and Linkages Coordinator's Office	2017	
JHCSC	J.H. Cerilles State College	BOT Resolutions	Approved Board of Trustees Resolutions	Standard	No	N/A	Internal	JHCSC	BOT Secretary	2017 - 2015	
JHCSC	J.H. Cerilles State College	Report of Inventories	Inventory of Office Equipment and Land Holdings	Standard	No	N/A	Internal	JHCSC	Property and Assets Management Officer	2017	
JHCSC	J.H. Cerilles State College	NEP 2018	JHCSC NEP 2018 Program Profiles	Standard	No	N/A	public	JHCSC	Planning Office	2017	
JHCSC	J.H. Cerilles State College	2019 Annual Investment Program	JHCSC's priority projects in 2019	Standard	No	N/A	public	JHCSC	Planning Office	2017	
JHCSC	J.H. Cerilles State College	Master List of Beneficiaries	SUC-Tulong Dunong Program (SUC-TDP) for First Semester, AY 2017-2018	Standard	No	N/A	public	JHCSC	Scholarship Office	2017	
JHCSC	J.H. Cerilles State College	Master List of Beneficiaries	Student on Grantees List for First Semester, AY 2017-2018	Standard	No	N/A	public	JHCSC	Scholarship Office	2017	
JHCSC	J.H. Cerilles State College	Master List of Beneficiaries	CHED Tulong Dunong Beneficiaries, Zamboanga del Sur - District 2 for Second Semester, AY 2017-2018	Standard	No	N/A	public	JHCSC	Scholarship Office	2017	
JHCSC	J.H. Cerilles State College	Master List of Beneficiaries	ACEF Scholarship for AY 2017-2018	Standard	No	N/A	public	JHCSC	Scholarship Office	2017	
JHCSC	J.H. Cerilles State College	PRC Performance of the Licensure Examination	Nursing Licensure Examination conducted last June 4-5, 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	

JHCSC	J.H. Cerilles State College	PRC Performance of the Licensure Examination	Nursing Licensure Examination conducted last November 25-26, 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	PRC Performance of the Licensure Examination	LET (Secondary & Elementary Level) conducted last March 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	PRC Performance of the Licensure Examination	LET (Secondary & Elementary Level) conducted last September 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	PRC Performance of the Licensure Examination	Licensure Examination for Foresters conducted last September 12-13, 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	PRC Performance of the Licensure Examination	Criminologists Licensure Examination conducted last June 11-13, 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	PRC Performance of the Licensure Examination	Criminologists Licensure Examination conducted last December 8-10 2018	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	PRC Performance of the Licensure Examination	Civil Engineer Licensure Examination last November 11-12, 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	PRC Performance of the Licensure Examination	Agriculturists Licensure Examination last April 25-27, 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	List of Board Course Passers	LET Passers (Secondary & Elementary Level) conducted last March 17, 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	

JHCSC	J.H. Cerilles State College	List of Board Course Passers	LET Passers (Secondary & Elementary Level) conducted last September 24, 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	List of Board Course Passers	NLE Passers conducted last November 25-26, 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	List of Board Course Passers	NLE Passers conducted last June 4-5, 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	List of Board Course Passers	CLE Passers conducted last December 8-10, 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	List of Board Course Passers	CLE Passers conducted last June 11-13, 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	List of Board Course Passers	CEL Passers conducted last November 11-12, 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	List of Board Course Passers	ALE Passers conducted last April 25-27, 2017	Standard	No	N/A	public	JHCSC	Registrar's Office	2017	
JHCSC	J.H. Cerilles State College	Minutes of Meeting	Minutes of Regular and Special BOT Meetings	Standard	No	N/A	public	JHCSC	BOT Secretary	2017	
JHCSC	J.H. Cerilles State College	Directory	Alumni Directories	Standard	No	N/A	public	JHCSC	Alumni Coordinator	2017 - 2015	
JHCSC	J.H. Cerilles State College	Financial Records of Students	Schedule of Accounts Receivables	Standard	No	N/A	Limited	JHCSC	Accounting Office	2017 - 2015	
JHCSC	J.H. Cerilles State College	Manuals	College Code/ Administrative Manual/ Faculty Manual/ Research Manual/ Procedures Manual for Records Management/ Student Manual/ Extension Community Manual/ Manual/	Standard	No	N/A	Internal	JHCSC			

JHCSC	J.H. Cerilles State College	Manual	Freedom of Information	PDF	Yes						
JHCSC	J.H. Cerilles State College	FAR 1	Statement of Appropriations, Allotments, Obligations, Disbursements and Balances	PDF	Yes	http://jhsc.edu.ph/?page_id=38	public	JHCSC	Budget Office	2017	Quarterly
JHCSC	J.H. Cerilles State College	FAR 1-A	Summary of Appropriations, Allotments, Obligations, Disbursements and Balances by Object of Expenditures	PDF	Yes	http://jhsc.edu.ph/?page_id=38	public	JHCSC	Budget Office	2017	Quarterly
JHCSC	J.H. Cerilles State College	FAR 2	Statement of Approved Budget, Utilizations, Disbursements and Balances	PDF	Yes	http://jhsc.edu.ph/?page_id=38	public	JHCSC	Budget Office	2017	Quarterly
JHCSC	J.H. Cerilles State College	FAR 2-A	Summary of Approved Budget, Utilizations, Disbursements and Balances by Object of Expenditures	PDF	Yes	http://jhsc.edu.ph/?page_id=38	public	JHCSC	Budget Office	2017	Quarterly
JHCSC	J.H. Cerilles State College	FAR 4	Report of Disbursements	PDF	Yes	http://jhsc.edu.ph/?page_id=38	public	JHCSC	Accounting Office	2017	Monthly
JHCSC	J.H. Cerilles State College	FAR 5	Report of Revenue and Other Receipts	PDF	Yes	http://jhsc.edu.ph/?page_id=38	public	JHCSC	Accounting Office	2017	Quarterly