

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: - <b>public</b> : info can be disclosed for public consumption regardless of identity - <b>exception</b> : info is under the Exceptions List - <b>internal</b> : info only for agency consumption - <b>with fee</b> : info can be disclosed but with corresponding charges based on the agency's mandate/policies/business model - <b>limited</b> : 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
RSU	Romblon State University	Service Record	employees records of employment (services, promotions and	N/A	no	N/A	internal	RSU	HRMO		
RSU	Romblon State University	Plantilla of Personnel		N/A	no	N/A	internal	RSU	HRMO		
RSU	Romblon State University	Certificate of Employment	a document certifying the records of employment of an employee	N/A	no	N/A	limited	RSU	HRMO		
RSU	Romblon State University	Personal Data Sheet (PDS)	a form indicating the personal information of a certain individual	N/A	no	N/A	internal/limited	RSU	HRMO		
RSU	Romblon State University	IPCR	Records of individual performance commitment rating.	N/A	no	N/A	internal/limited	RSU	HRMO		
RSU	Romblon State University	Personnel Payslip/Payroll	Records of monthly salaries and net pay of employee.	N/A	no	N/A	limited	RSU	HRMO		
RSU	Romblon State University	Personnel Leave Card	Records of Employees Leave Credit earned and used.	N/A	no	N/A	limited	RSU	HRMO		
RSU	Romblon State University	Citizen's Charter	Instruction/description on how to avail the services or transaction for every officer.	N/A	no	N/A	public	RSU	HRMO		
RSU	Romblon State University	University Selection Board Documents	Documents/Instrument use in the selection process of applicants for employment	N/A	no	N/A	limited	RSU	HRMO		
RSU	Romblon State University	Statement of Assets, Liabilities and Networth (SALN)	A required document for submission every end of the year that shows the	N/A	no	N/A	limited	RSU	HRMO		
RSU	Romblon State University	CGMC	For board exam, for scholarship, for employment, for transfer out.	N/A	no	N/A	limited	RSU	HRMO		
RSU	Romblon State University	Certificate for attendance in seminar	For employment	N/A	no	N/A	limited	RSU	HRMO		

RSU	Romblon State University	Transcript of Records	Scholastic Records of Students	N/A	no	N/A	limited	RSU	Registrar			
RSU	Romblon State University	Diploma	a certificate awarded by an educational establishment to show that	N/A	no	N/A	limited	RSU	Registrar			
RSU	Romblon State University	Certificate of Graduation	-	N/A	no	N/A	limited	RSU	Registrar			
RSU	Romblon State University	Certification of Grades		N/A	no	N/A	limited	RSU	Registrar			
RSU	Romblon State University	Certification of Complete Academic Requirements (CAR) for Masteral	-	N/A	no	N/A	limited	RSU	Registrar			
RSU	Romblon State University	Certificate of Authentication and Verification (CAV) for DFA	-	N/A	no	N/A	limited	RSU	Registrar			
RSU	Romblon State University	Certificate of Honorable Dismissal	-	N/A	no	N/A	limited	RSU	Registrar			
RSU	Romblon State University	Certification	students who sought protection of their rights due to their gender expression or	N/A	no	N/A	limited	RSU	GAD			
RSU	Romblon State University	Student Medical Record	Medical Records of students who filed cases	N/A	no	N/A	limited	RSU	GAD			
RSU	Romblon State University	Student Complaints	Confidential narrative reports of students' complaints	N/A	no	N/A	limited	RSU	GAD			
RSU	Romblon State University	Student and employee Narrative	narratives of students and employees' experience (e.g., pregnancy,	N/A	no	N/A	limited	RSU	GAD			
RSU	Romblon State University	Data of Scholarship/ Financial Assistance Program	and the total number of Scholars and grantees per scholarship	N/A	no	N/A	internal	RSU	OSAS			
RSU	Romblon State University	List of Scholarship	list of Scholarship Programs in the University per semester, issued upon request of	N/A	no	N/A	public	RSU	OSAS			
RSU	Romblon State University	Scholarship Data per College/ Institute	number of scholars per college/ institute per program, issued by OSAS	N/A	no	N/A	internal	RSU	OSAS			

RSU	Romblon State University	MOA on Scholarships	memorandum of Agreement between the University and the Scholarship	N/A	no	N/A	limited	RSU	OSAS			
RSU	Romblon State University	OSAS Accomplishment Report	major activities of the unit issued by this office yo interested party upon request. It	N/A	no	N/A	internal	RSU	OSAS			
RSU	Romblon State University	Student Services Programs	Profile of the Student Services Unit Officials and other Student Services	N/A	no	N/A	internal	RSU	OSAS			
RSU	Romblon State University	Survey on the Effectiveness of Student Services	result of survey among students/faculty to determine how effective the	N/A	no	N/A	internal	RSU	OSAS			
RSU	Romblon State University	Guidelines /Requirements for Organization Accreditation	requested by Student Organizations to guide them as regards the	N/A	no	N/A	internal	RSU	OSAS			
RSU	Romblon State University	Student Organization Accomplishment Report Format	given to every Accredited Student Organizations as guide in the	N/A	no	N/A	limited	RSU	OSAS			
RSU	Romblon State University	Student Assistantship Program Guidelines	guidelines of deserving students and requirement needed for	N/A	no	N/A	internal	RSU	OSAS			
RSU	Romblon State University	Student Assistantship Application Form	requested by the students who wants to apply as a student assistant.	N/A	no	N/A	limited	RSU	OSAS			
RSU	Romblon State University	Student Assistants Payroll Form	it is a form issued by the office to student	N/A	no	N/A	limited	RSU	OSAS			
RSU	Romblon State University	Certificate of Appearance	it is a certification issued by the office upon	N/A	no	N/A	limited	RSU	Cashiering			
RSU	Romblon State University	Vouchers	-	N/A	no	N/A	limited	RSU	Cashiering			
RSU	Romblon State University	Checks	-	N/A	no	N/A	limited	RSU	Cashiering			
RSU	Romblon State University	Report of Collections and Deposits-RSU Main	-	N/A	no	N/A	limited	RSU	Cashiering			
RSU	Romblon State University	Report of Checks Issued	-	N/A	no	N/A	limited	RSU	Cashiering			

RSU	Romblon State University	Report of Cash Disbursement	-	N/A	no	N/A	limited	RSU	Cashiering			
RSU	Romblon State University	Report of Monthly Accountability	-	N/A	no	N/A	limited	RSU	Cashiering			
RSU	Romblon State University	Cash Disbursements Record	-	N/A	no	N/A	limited	RSU	Cashiering			
RSU	Romblon State University	Petty cash Reoprt	-	N/A	no	N/A	limited	RSU	Cashiering			
RSU	Romblon State University	Payroll	-	N/A	no	N/A	limited	RSU	Cashiering			
RSU	Romblon State University	Certification of Remittances- GSIS, Philhealth	-	N/A	no	N/A	limited	RSU	Cashiering			
RSU	Romblon State University	Payroll preparation (Regular Employees/ Teacher)	-	N/A	no	N/A	limited	RSU	Cashiering			
RSU	Romblon State University	Payslip	-	N/A	no	N/A	limited	RSU	Cashiering			