

In compliance with Section 25 of the University Code of Decorum and Administrative Rules on Sexual Harassment, Other Forms of Sexual Misconduct, and Inappropriate Behavior (Code and Rules), the University Office of Decorum and Investigation (UODI) submitted to the President’s Council the following Report, which was approved by the President upon the endorsement of the Council on 20 July 2022.

This Report contains information on the formal complaints and informal reports received and processed by the UODI and the schools’ offices acting as their respective School Office of Decorum and Investigation covering two compliance periods (June 2021 to November 2021 and December 2021 to May 2022).

I. University CODI cases – The University Office of Decorum and Investigation processed 11 complaints filed against employees of the University. The two University CODI cases that were on-going during the period covered by the previous report of July 2021 have since been resolved. Updated information on those cases are now reflected in this current Report.

A. Sex-Disaggregated Information

	Male	Female	TOTAL
Complainant	4 (14%)	24 (86%)	28*
Respondent	12 (48%)	13 (52%)	25*

*there were complaints with multiple complainants and/or respondents

B. Classification of Infractions – 1 out of the 11 complaints was dismissed there being no prima facie case of violation of the Code and Rules. The following are the classification of infractions of the remaining 10 complaints:

- 2 out of the 10 (20%) complaints resulted in charges for minor infractions
- 6 out of the 10 (60%) complaints resulted in charges for major infractions
- 1 out of the 10 (10%) complaints resulted in multiple charges for minor and moderate infractions
- 1 out of the 10 (10%) complaints resulted in multiple charges for moderate and major infractions

C. Decisions on the 10 Complaints

Decision	# of Cases
Guilty	8 (80%)
Not Guilty	1 (10%)
On-going	1 (10%)
TOTAL	10

D. Decisions requested to be reconsidered by the University President – 2 decisions were requested to be reconsidered. Both requests were denied.

II. School CODI cases – The respective offices of the schools acting as School Office of Decorum and Investigation processed 21 complaints filed against students of the University.

A. Sex-Disaggregated Information

	Male	Female	TOTAL
Complainant	4 (18%)	18 (82%)	22*
Respondent	20 (91%)	2 (9%)	22*

*there were complaints with multiple complainants and/or respondents

B. Classification of Infractions – 1 out of the 21 complaints was dismissed there being no prima facie case of violation of the Code and Rules. 2 out of the 21 complaints were withdrawn by the Complainants. The following are the classification of infractions of the remaining 18 complaints:

- 3 out of 18 complaints (17%) resulted in charges for minor infractions
- 6 out of 18 (33%) complaints resulted in charges for moderate infractions
- 3 out of 18 (17%) complaints resulted in charges for major infractions
- 1 out of 18 (5.5%) complaints resulted in multiple charges for moderate and major infractions
- 4 out of 18 (22%) complaints resulted in multiple charges for minor, moderate, and major infractions
- 1 out of 18 (5.5%) complaints is still under the preliminary investigation stage

C. Decisions on the 18 Complaints

Decision	# of Cases
Guilty	14 (78%)
Not Guilty	0 (0%)
On-going	4 (22%)
TOTAL	18

D. Decisions appealed to the school's Vice President – 1 decision was appealed. This was not granted.

III. Appeals to DepEd/CHED or petitions for review filed in court – No appeals were filed with DepEd/CHED or cases filed with the courts questioning any of the decisions.

IV. Informal reports received by the University – There were 11 informal reports received by UGH and UODI.

An informal report is a verbal or written report to the University Gender Hub (UGH), UODI, or any person-in-authority, which does not comply with the requirements for a formal complaint for disciplinary investigation as prescribed in Sections 32 to 34 of the Code and Rules.

8 out of the 11 informal reports involve major incidents, 1 out of the 11 informal reports involve a minor incident, and 2 out of the 11 informal reports do not contain enough details yet to assess the nature of the incident.

4 of these informal reports are currently being evaluated for appropriate action. In 7 of these informal reports, the person reporting the incident and/or offended parties opted for other protective measures and/or care assistance from the University Gender Hub.

V. UCODI recommendations

The UCODI hearing panels gave the following recommendations to prevent or deter the recurrence of similar incidents of sexual harassment, sexual misconduct, and inappropriate behavior. These recommendations focus on the following areas:

1. Conduct regular on-boarding/training/workshops on gender sensitivity and the Code and Rules, including clear protocols for University employees, students, and parents
2. Provide regular training/workshops for administrators, including faculty with administrative assignments, that include feedback giving, coaching/mentoring, and proper documentation of critical incidents involving their subordinates
3. Adopt the appropriate policies and procedures for the Basic Education students by reviewing the schools' student handbooks and identifying applicable provisions that may be aligned with those of the Code and Rules and vice versa
4. Institutionalize respondent care in administrative cases

Other office/school specific recommendations were relayed to the concerned offices/schools for their consideration and/or implementation.

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