



UNIVERSITY OF THE PHILIPPINES MANILA

The Health Sciences Center

8/F Philippine General Hospital Complex, Taft Avenue, Manila 1000, Philippines

SUCCESSION PLAN

(in compliance with the requirement of Expanded Service Recognition Pay)

Name of Retiree : _____ Unit/Office : _____
Date of Optional Retirement : _____
Length of Service in the University : _____
Position to be vacated : _____

UNDERSTUDY for the Position:

Name	Position	Status (Perm/Temp)	Qualified for the Position? (Yes/No)	If not qualified, please state lacking qualification/s

Unit/Office staff development plan:
(for those lacking in qualification/s)

Name	Development Plan	Date/Year of Completion

Submitted by:

Unit/Office Head

Date