



Office of the Vice President for Academic Affairs

15 October 2021

**OVPAA MEMORANDUM NO. 2021-142**

For: **THE UP FACULTY AND RESEARCH STAFF**

Through **THE CHANCELLORS**

cc. **VICE-CHANCELLORS FOR ACADEMIC AFFAIRS, VICE-  
CHANCELLORS FOR RESEARCH AND DEVELOPMENT/EXTENSION**

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From: Maria Cynthia Rose Banzon Bautista  
Vice-President for Academic Affairs

Subject: **ROLLOUT OF THE UP RESEARCH INFORMATION MODULE (RIM) IN THE  
UNIVERSITY INFORMATION SYSTEM (UIS)**

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With the objective of centralizing UP's research database for efficient reporting and monitoring of fund releases and liquidation, the Office of the Vice-President for Academic Affairs and the Office of the Vice-President for Development collaborated on the integration of a Research Information Module (RIM) into the University Information System (UIS). The RIM allows the recording and maintenance of information related to research projects that are being implemented by faculty and researchers across the UP System, regardless of funding source. As intended, the RIM will also enable the generation of accurate reports that are crucial for the monitoring and evaluation of research projects implemented by the University.

We are pleased to inform you that we are officially launching the UP RIM.

As you may be aware, all our faculty and researchers have access to the UIS. In the UIS, a module specific to RIM has been added to all the accounts of academic personnel. Faculty and staff engaged in research are enjoined to input into the Module information pertaining to their research projects. It is imperative that research projects funded by UP or by external agencies are recorded in UP RIM. Kindly ensure that the inputted information is correct and complete.

In turn, the Offices of the Vice-Chancellors for Research and/or Academic Affairs are enjoined to monitor and remind faculty members and staff to complete the inputting of information in the RIM.

Kindly refer to the user manual in this link, [UP RIM user manual](#). You may also visit the UIS Manuals page and look for the UP Research Information Module section at <https://itdc.up.edu.ph/uis/manuals>.

For inquiries and concerns, please do not hesitate to contact us through [eidr.monitoring@up.edu.ph](mailto:eidr.monitoring@up.edu.ph).

Thank you for your continued support and cooperation.