



Visayas State University

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Office of the President

2 January 2013

MEMORANDUM NO. 5

Series of 2013

T O: Dr. Othello B. Capuno

R E: Designation as PHERNET Director

By virtue of the authority vested in me by the VSU Board of Regents, your designation as Program Director of the CHED Philippine Higher Education Research Network (PHERNet) Program is hereby appointed effective January 1, 2013 until December 31, 2013 or unless sooner revoked or terminated by higher authorities.

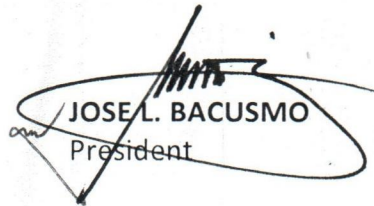
Your duties and responsibilities relative to this designation are as follows:

1. Take charge of the overall planning, formulation and implementation of the approved PHERNet Program;
2. Monitor the implementation of the CHED funded researches under the PHERNet Program in VSU to ensure that the procedures, resources and timetable are observed based on the approved Memorandum of Agreement;
3. Lead and oversee the implementation of Project 2 of the program;
4. Prepare and submit program update and consolidated periodic report to OVPRE and CHED;
5. Present program status in the VSU annual RDE review/symposium and other related fora;
6. Coordinate with the University President all activities relative to the implementation of the program;
7. Administer the funds provided for the implementation of the program in accordance with existing government rules and regulations.

As Program Director, you are responsible to CHED for the effective performance and accomplishments of the over-all program.

Your are entitled to an honorarium of FIFTEEN THOUSAND PESOS ONLY (P15,000.00) per month chargeable to PHERNet Trust fund (416-10.13.34) subject to availability of funds and pertinent accounting and auditing policies.

Please be guided accordingly.


JOSE L. BACUSMO
President

cc: OVPRE
OVPAF
OVPI
OVPPRG
OUS
Deans
Directors
PRPEO/ODAHRD
FMO/Budget
Accounting
Cash
COA
Records
File