



8 March 2022

MEMORANDUM NO. 403

Series of 2022

T O: Mrs. Karen R. Lira
R E: Designation as Head, Gender and Development, VSU Alangalang Campus

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head, Gender and Development, VSU Alangalang Campus effective July 1, 2022 until December 31, 2022 or unless sooner revoked or terminated by higher authorities.

As Head, you are directed to:

1. Assist in the formulation of new policies such as the GAD Code in advancing women's status.
2. Coordinate efforts of different divisions, offices and units of the agency and advocate for the integration of GAD perspective in all their systems and processes.
3. Strengthen external linkages with other agencies or organization working on women's rights and GAD to harmonize and synchronize GAD efforts at various levels of governance.
4. Promote and actively pursue the participation of women and gender advocates, other civil society groups and private organizations in the various stages of the development planning cycle, giving special attention to marginalized sectors.
5. A venue where personnel can be capacitated on GAD as part of its regular human resource development program.

Moreover, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

This supersedes previous issuances on the same subject.

Please be guided accordingly.

EDGARDO E. TULIN
President

cc:	VSU-Alangalang	OVPARGAS	Accounting	Deans
	OVPA	OUS	Cash	Directors
	OVPAF	ODHRM/OHRSPR	COA	File
	OVPREI	ODF/Budget	Registrar	
	OVPSAS	OHIA	Records	