


MEMORANDUM NO. 966
Series of 2024

TO: **Mr. Ric-An Artemio S. Gadin**

RE: **Designation as Deputy Risk Manager of the College of Nursing**

FROM: 
DR. PROSE IVY G. YEPES
University President

For and on behalf of the University President:


DR. ROTACIO S. GRAVOSO
Vice President for Academic Affairs

DATE: **December 5, 2024**

You are hereby designated as Deputy Risk Managers effective December 5, 2024 until December 31, 2024.

Name of Deputy Risk Manager	Office/s under the Responsibility of the Deputy Risk Manager	Office/s under the Action Verification/Follow-up of the Deputy Risk Manager
Mr. Ric-An Artemio S. Gadin	College of Nursing	College of Forestry and Environmental Science (CFES)

As such you are to exercise the following functions:

1. Plan and coordinate the conduct of assessments in their respective assigned offices in coordination with the University Risk Manager to define and analyze possible risks (financial, legal, security, health, and others) the university may encounter.
2. Review and evaluate the gravity of each risk by considering its consequences in their assigned offices.
3. In their assigned offices, identify potential risk exposures, recommend solutions, implement approved programs, promote loss prevention, and update and monitor compliance of government statutory and regulatory provisions.
4. Develop risk management controls and systems and design processes to eliminate or mitigate potential risks in their respective offices.
5. Prepare reports and present recommendations to the University Risk Manager.
6. Do other tasks related to risk management in their assigned offices.

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

Please be guided accordingly.