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MEMORANDUM NO. 788
Series of 2024

TO: Engr. Philip Caesar L. Ebit

RE: Designation as Energy Efficiency and Conservation Officer

FROM: DR. PROSE IVY. G YEPES
University President

DATE: September 2, 2024

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Energy Efficiency and Conservation Officer effective immediately until December 31, 2024 or unless sooner revoked or terminated by higher authorities.

As Officer, you are to exercise the following functions:

- 1.) Manage the energy consumption of facilities, equipment, and devices.
- 2.) Implementation and improvement of energy efficiency measures.
- 3.) Conduct of regular energy audits.
- 4.) Prepare energy consumption and energy conservation program reports.

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

Please be guided accordingly.