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**MEMORANDUM NO.** 710  
Series of 2024

**TO: For. Samuel O. Bernaldez, MSc**  
Department of Forest Science (DFS)

**Ms. Angelita B. Orias, MSc**  
Institute of Tropical Ecology and Environmental Management (ITEEM)

**RE: Designation as Department Alumni Coordinators under the College of Forestry  
and Environmental Science**

  
**FROM: DR. PROSE IVY. G YEPES**  
University President

**DATE: August 21, 2024**

By virtue of the authority vested in me by the VSU Board of Regents and as by recommended by the Department Dean, you are hereby designated as Alumni Coordinators of the departments under the College of Forestry and Environmental Science effective immediately until December 31, 2024.

As Alumni Coordinators, you are hereby expected to:

1. Develop and implement strategies to enhance CFES alumni engagement and participation in the programs organized by VSU;
2. Facilitate career development opportunities for CFES alumni;
3. Establish a permanent communication channel to keep the alumni informed on news and updates while tracking their progress for records and potential recognition.

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

Please be guided accordingly.

**OFFICE OF THE PRESIDENT**

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