



31 January 2024

MEMORANDUM NO. 126

Series of 2024

T O: Ms. Crislin B. Cruz

R E: Designation as Director for Resource Generation and Auxiliary Services

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Director for Resource Generation and Auxiliary Services effective January 1, 2024 until a new appointment will be issued or unless sooner revoked or terminated by higher authorities.

As Director, you are directed to:

1. Provide assistance to the VP for Planning and Resource Generation in the management of the IGP and STF projects of the University including VSU Market, Fast Food Centers;
2. Manage the Land Use and Agribusiness Project Units of the University; provide financial and other operational data for each project for data banking;
3. Conduct inventories and analyze physical and manpower resources in order to formulate programs and projects to generate income from VSU's landholdings and research derived technologies;
4. Crafts policies to enhance the potential of IGP, regulate business enterprises engaged in by the University, its units, and those permitted to operate in the campus;
5. Regularly review the manual of operation of the IGP and ensure that IGP generated funds are plowed back to the University coffer to support the University activities;
6. Lead in the review of the IGP projects with the Board of Management;
7. Conduct feasibility studies to professionalize and upgrade IGP services in food and accommodation, agricultural production and management of the business center.

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

Please be guided accordingly.

DANIEL LESLIE S. TAN
OIC-President

cc:	OVPAA	OVPAS	USSO	ODF/Budget	HRMO/RSPPRO	Deans
	OVPAF	OVPARGAS	IAS	Accounting	Registrar	Directors
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