




MEMORANDUM NO. 502
Series of 2024

TO: Dr. Elwin Jay V. Yu, VPAF
Dr. Moises Neil V. Seriño, VPPRGAS
Atty. Rysan C. Guinocor, Director Administrative Services
Ms. Queen Ever Y. Atupan, Head, Cash Office
Ms. Louella C. Ampac, Finance Management Director
Ms. Alicia M. Flores, Head, Budget Office
Ms. Jessamine C. Ecleo, Head, Procurement Office
Ms. Rosela Batistil - Secretary

RE: Reconstitution of Full-Time Delivery Unit (FDU) Committee


FROM: DR. PROSE IVY. G YEPES
University President

DATE: June 6, 2024

By virtue of the authority vested in me by the VSU Board of regents, the membership of the VSU Full-Time Delivery Unit (FDU) Committee is hereby reconstituted with Dr. Elwin Jay V. Yu as the Chairperson and Ms. Rosela Batistil as secretary effective immediately until December 31, 2024 or unless sooner revoked or terminated by higher authorities without prejudice to reappointment. This is in compliance of DBM Circular Letter 2015-8 dated June 08, 2015.

The functions of the committee are as follows:

- a) Review the different GAA targets of each program vis-à-vis the accomplishment.
- b) Verify the financial accomplishments (GAA and other funds) against its targets of each quarter.
- c) Check on the collection/income accomplishment (per campus) compared to its targets.
- d) Undertake periodic review on low-disbursement rates.
- e) Come up with an agency catch-up plan to address actual implementation bottlenecks/delays of its programs and projects.

Please be guided accordingly.