



4 March 2024

MEMORANDUM NO. 291

Series of 2024

T O: Dr. Mark C. Ratilla

R E: Designation as Head, Futures Thinking Office


By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head of the Futures Thinking Office effective immediately until a new appointment is issued or unless sooner revoked or terminated by higher authorities.

To spearhead the overall implementation of the Futures Thinking initiatives of VSU, specifically, you are directed to:

1. Plan, coordinate, and implement the operation of the Futures Thinking Office;
2. Endorse futures thinking proposals to the TWG for review and approval;
3. Source out external funds for the implementation of RDE activities related to futures thinking and
4. Collaborate with other Futures thinking partners /agencies.

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:	OVPA	OVPSAS	DSO	ODF/Budget	HRMO/RSPPRO	Deans
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	OVPREI	OUS	COA	Cash	Records	File