





MEMORANDUM NO. 1032

Series of 2024

TO: Dr. Dario P. Lina

RE: **Designation as Director, National Service Training Program**

FROM: DR. PROSE VY. G YEPES

University President

DATE: **December 27, 2024**

In the interest of government service and by virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as **Director**, **National Service Training Program**. As such, you will perform the following duties and responsibilities in addition to your regular functions:

- 1. Plan and implement approved plans on NSTP programs of the University in coordination with the external campuses;;
- 2. Compile training modules for component programs;
- 3. Prepare periodic consolidated reports of NSTP program and activities for submission to the CHED:
- 4. Oversee and monitor the implementation of the NSTP program in the university;
- 5. Establish linkages, and monitor and supervise community immersion activities and programs
- 6. Coordinate with LGUs and other concerned agencies regarding the implementation of the programs of the ROTC/CWTS/LTS students.

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

This designation will take effect on January 2, 2025 until December 31, 2025 or unless sooner revoked.

Please be guided accordingly.

OVPAA OVPREI HRMO/RSPPRO **OUS** IAS Records **OVPAF OVPSAS** Registrar Accounting Deans File

OVPPRGAS ODF/Budget **Directors** Cash COA





Page 1 of 1 FM-00P-01 V05 06-06-2024