



22 June 2020

**MEMORANDUM NO. 189**

Series of 2020

**T O: Ms. Louella C. Ampac**

**R E: Designation as Director for Financial Management**

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Director for Financial Management effective July 1, 2020 until December 31, 2020 or unless sooner revoked or terminated by higher authorities.

As Director, you are directed to:

1. Provide leadership in the preparation of financial management of all units of the University;
2. Provide assistance to the University President through the VP for Administration and Finance (OVPAF) in the management of the financial resources of the University as well as the establishment/installation of finance – related information systems;
3. Prepare and provide financial data for centralized fiscal planning, maintenance, consolidation and updating of financial records and reports for data banking;
4. Provide regular report on the matching of implemented physical plans and the financial status to the OVPAF and the President.

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

Please be guided accordingly.

**EDGARDO E. TULIN**  
President

cc: OVPA  
OVPAF  
OVPREI  
OVPSAS  
OVPPRGAS  
OUS  
ODAHRD/PRPEO  
ODF/Budget  
IASO  
Accounting  
Cash  
COA  
Registrar