



Republic of the Philippines
IFUGAO STATE UNIVERSITY
Nayon, Lamut, Ifugao
ifsu9720@yahoo.com Fax: 0783051351

MEMORANDUM No. 27 - 2011

TO: ALL OFFICES/EMPLOYEES CONCERNED
This University

FROM: SERAFIN L. NGOHAYON, PH.D.
University President

SUBJECT: OFFICES TO BE CONNECTED IN THE INTERNET VIA SATELLITE

1. In line with the 5th development goal of the university which is to pursue excellence in administration and governance, we have installed limited internet access via satellite system. However, it can only serve 20 unit computer terminals for maximum internet speed and efficiency.
2. Effective immediately, the internet outlet through the system must be limited to the following offices/officers to wit:

- | | |
|---|--|
| <i>a. Office of the President</i> | <i>g. Human Resource Development</i> |
| a.1. President | g.1. Director |
| a.2. Board Secretary - Desktop | g.2. In-Charge, Cross Border Studies |
| a.3. Executive Secretary | g.3. Admin. Officer - Desktop |
| <i>b. Office of the VP for Academic Affairs</i> | <i>h. Public Assistance & Information Office</i> |
| b.1. Vice President | h.1. Director |
| b.2. Executive Assistant - Desktop | h.2. Assistant-Desktop |
| <i>c. Office of the VP for Admin. & Finance</i> | <i>i. Office of the Registrar</i> |
| c.1. Vice President | i.1. Registrar - Desktop |
| c.2. Executive Assistant - Desktop | <i>j. Director for Linkages</i> |
| <i>d. Office of the VP for Planning & RG</i> | j.1. Director |
| d.1. Vice President - Desktop | <i>k. Dept. of Lab. High School</i> |
| <i>e. Office of the VP for RDET</i> | k.1. Principal - Desktop |
| e.1. Vice President - Desktop | |
| e.2. Director for R&D | |
| e.3. Director for Extension & Training | |
| <i>f. Finance Department</i> | |
| f.1. Director of Finance | |
| f.2. Chief, Budget Office | |
| f.3. Assistant - Desktop | |

3. Offices/employees who are caught with desktops/laptops more that what is specified in this memorandum shall immediately be disconnected.
4. The Dean of the College of Computer Sciences, Mr. Stradivary D. Caro and the Information & Communication Technology personnel are assigned to strictly implement this memorandum.
5. University officials and employees are enjoined to support this memorandum for the good of our university services.
6. For your information and strict compliance.


SERAFIN L. NGOHAYON, PH.D.
University President

Cc: All concerned offices and employees, Dean – CCS, Records File