



Republic of the Philippines
IFUGAO STATE UNIVERSITY
Nayon, Lamut, Ifugao

MEMORANDUM NO. 23 s. 2014

TO : **Campus Directors of IFSU Lagawe, Potia and Tinoc**
This University

FROM : 
DR. SERAFIN L. NGOHAYON
University President

SUBJECT : **Signing of Purchase Requests & Canvass Forms**

DATE : **May 12, 2014**

In relation to Office Order No. 5 – 2014, Campus Directors of IFSU Lagawe, Potia & Tinoc Campuses are authorized to sign as heads of their respective campuses for the approval of purchase requests and their subsequent canvass forms provided the items are in their approved Annual Procurement Plan (APP).

Items not with in the APP must be requested and approved by the University President.

For your information and commitment.