



MEMORANDUM No. 06 – 2013

**TO: MR. NATHANIEL F. DIMOG
MR. MICHAEL PINKIHAN
MR. MONCHITO BINWEK
MR. RODERICK VICENTE
MR. JOEL PINKIHAN**

FROM: SERARIN L. NGOHAYON, PhD.
University President

SUBJECT: ICT PROJECT PROPOSAL TASK FORCE

1. The Government-wide Medium-Term Information and Communications Technology Harmonization Initiative or MITHI under the Department of Budget and Management (DBM) is launched to aid in the finalization of the E-Government Master Plan (EGMP), which intends to update the Government Information Systems Plan (GISP) that was issued in year 2000;
2. In relation, the Department of Budget and Management (DBM), under this initiative, is calling for proposals on ICT Programs and Projects among government organizations including SUCs for possible inclusion in the 2014 funding;
2. Aside from funding; the DBM will be "harmonizing" the approved ICT projects and programs for inclusion into the EGMP;
2. As such and in line with the university's goals and objectives, it is a must that IFSU will come up with a well-crafted and packaged proposal for submission;
3. Therefore, you are hereby enjoined to organize an ICT Project Proposal Task Force to conceptualize and package ICT Project Proposal of this university for submission to this funding facility following required format and procedures. The task force will be composed of the following:

Chairperson : Mr. Nathaniel F. Dimog
Director, Grants Development and Linkages

Members : Michael Pinkihan
Web Coordinator

Monchito Binwek
Internet Administrator, IFSU Main Campus

Roderick Vicente
Program Chair, IT-Potia Campus

Joel Pinkihan
Program Chair, Computer Eng'g, Lagawe Campus

4. The team is to perform the following functions:

- a. Assess the ICT needs of the IFSU System;
- b. Formulate and package an ICT Program of IFSU for submission to DBM under the MITHI;
- c. Act as a body to handle all system-wide ICT Project Proposal preparations and submissions.

5. The Chairperson is to lead and facilitate the crafting and writing of the said proposal. He is to schedule & call for the task force activities related thereto.

For your guidance and commitment!

cc:

*All employees concerned
Records Office
President's Office File
Campus Director-Potia Campus
Campus Director-Lagawe Campus
Campus Director-Main Campus
VP-PRG
Director-PAIS
Dean-CCS*