




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

MEMORANDUM NO. 01, s. 2015

To : **MR. NATHANIEL F. DIMOG**
Assistant Professor IV
This University

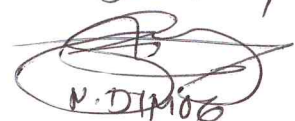
From : 
SERAFIN C. NGOHAYON, Ph.D.
University President

Subject : *Designation as Director of Income Generating Projects (IGP)*

Date : **January 5, 2015**

1. By virtue of the authority vested in me by RA9720 and RA 8292, you are hereby designated as **Director of Income Generating Projects (IGP)** of the university. As such, you are to function and act on matters within the jurisdiction of your position for the best interest of the University.
2. As Director of IGP, you are to do the following (as per Sec 3.2. IGP Manual):
 - a. Assume the responsibilities and functions of the VP for Planning and Resource Generation as stated in Sec. 3.2.4 when the position is vacated and remains unfilled. In such case, you are to report directly to the University President.
 - b. Conscientiously perform the responsibilities and functions of the IGP Director as stated in Sec. 3.2.6 of the IGP Manual.
 - c. Regularly evaluate the status of IGPs and recommend to the BOM those IGPs that are to be expanded, improved and or stopped.
 - d. Facilitate the submission and review of new IGP project proposals for recommendation to the BOM and the University President for their approval.
 - e. Review existing IGP policies and craft new ones when needed for recommendation to the BOM and the Board of Regents for their approval through the University President.
 - f. Assist the Project Managers, when needed, to ensure that IGPs continue to flourish and progress. Process and study all IGP concerns and issues and recommend to the BOM/ University President necessary actions in relation thereto.
3. Be guided always by the IGP Manual and the University's Development Plan.
4. Prepare your plan of action for presentation/ discussion with the University President within 30 days from receipt hereof.
5. This designation shall take effect January 5, 2015 until June 30, 2016 unless sooner terminated by competent authority.
6. Your designation as Director of the Department of Grants Development & Linkages is effectively revoked.

cc: Vice Presidents, Chief Administrative Officer, Campus Directors, IGP Project Managers, COA Office, records, file.

Received Jan. 5, 2015

N. DIMOG