

<p>951st Meeting 26 April 1982</p>	<p>The Board of Regents (BOR) formally established the Office of the Vice President for Planning and Finance (OVPPF)</p>
<p>953rd Meeting 29 July 1982</p>	<p>The Board defined the core functions of the Vice-President for Planning and Finance, which position was established at the 951st meeting, 26 April 1982. He shall exercise the powers and functions of the Vice-President for Development and Public Affairs as provided for in Article 57 of the Revised Code of the UPS, quoted hereunder: He shall be directly responsible to the President for the planning of, and generating funds for, development programs/projects and expansion of the University System; and for promoting close relations with the government, the alumni, the foundations, the private sector, and the general public.</p> <p>He shall perform the following powers and functions:</p> <ul style="list-style-type: none"> (a) Prepare and maintain a master plan for the development of the University System and its campuses; (b) Advise, assist, and coordinate campus development planning efforts; (c) Formulate and maintain design, construction, and maintenance standards for campus development, infrastructure, building, housing, open space, and other physical facilities; (d) Develop policies for acquisition, use, and disposition of campus lands; (e) Conduct planning inventories and studies to assess the physical, manpower, and financial resources available or required for implementing development plans and projects of the System; (f) Formulate and maintain financial and fiscal policies, plans, and programs for generating funds for University programs and projects; (g) Provide leadership and assist campuses in securing regular appropriations, endowments, grants and other forms of income to support University programs; (h) Formulate and maintain policies and regulations for business enterprises engaged in by the University and its units or permitted to operate on University premises; and (i) Maintain a list of projects which are considered important but which have been hitherto unfunded. This list shall be readily available for possible donors and other sources of funds. <p>Office of the Vice-President for Planning and Finance (OVPF)</p> <p>The Board placed the following units under the OVPF:</p> <ul style="list-style-type: none"> • The Computer Center • U.P. Management Education Council (UPIv.1EC which shall serve as the advisory body of the OVPF and the Vice-President for Planning and Finance shall serve as its chairman. <ul style="list-style-type: none"> • The Program Development Staff (POS) • Management Information Service (MIS). The Board merged the Office of Institutional Studies with the MIS • Controllership and Budget Staff (CBS) which shall perform the following functions with the assistance of faculty and/or consultants:

	<ul style="list-style-type: none"> ✓ Assist in all planning activities of the University System budget; ✓ Conceptualize and translate into physical and monetary terms approved plans for the University; ✓ Consolidate, summarize and assist in the administration of the University System budget; and, ✓ Develop and operationalize an internal control unit, which shall perform an independent appraisal of the accounting, financial and operational activities of the University to promote operational efficiency and effectiveness and encourage adherence to prescribed management policies. <ul style="list-style-type: none"> • Internal Auditor • Land Grants Office which shall continue to operate until the arrangement for the lease or sale of the land grants is effected. <p>In the event of lease, it may still continue to exist to perform the obligations under the lease arrangement.</p>
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<p>959th Meeting 26 May 1983</p>	<p>EO No. 4: Reorganization of the University of the Philippines</p> <p>Whereas the Board of Regents, at its 953rd meeting on 29 July 1982, 9524th meeting on 22 October 1982 and 956th meeting on 17 December 1982 approved the recommendation submitted by the President on the reorganization of the University of the Philippines</p> <p>Section 26. The Vice President for Planning and Finance</p> <p>The Vice President for Planning and Finance shall be appointed by the Board of Regents upon the recommendation of the President and shall serve at his pleasure. He shall be directly responsible to the President for the planning of, and generating of funds for, development programs and projects of the University. He shall act as Liaison Officer between the University, the Office of Budget and Management, the Commission on Audit, the Bureau of the Treasury and the Ministry of Public Works and Highways. The Office of the Vice President for Planning and Finance shall perform the following functions:</p> <ul style="list-style-type: none"> a. To prepare and maintain a development plan for the University of the Philippines and its campuses; b. To conduct studies to assess the physical, manpower, financial and organization/management requires for the implementing development plans and projects of the Systems; and c. To assist the President in the formulation of financial and fiscal policies, plans and programs for generating funds and expenditure of funds for University programs and projects. <p>Section 27. Offices Under the Supervision of the Vice-President for Planning and Finance.</p> <p>The following shall be under the supervision of the Vice-President for Planning and Finance:</p> <ul style="list-style-type: none"> a. Program Development Staff; b. Management Information System; c. University Computer Center; d. Resource Generation Staff; e. Controllership and Budget Staff; f. Land Grants Office; and g. Basilan Land Grant.
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1134th Meeting
26 August 1999

a. Reorganization of the Offices of the Vice Presidents

FROM	TO
Office of the Vice President for Finance and Administration	Office of the Vice President for Administration
Office of the Vice President for Planning and Development	Office of the Vice President for Planning and Finance
	Office of the Vice President for Development

b. Redefinition of the functions of the vice presidents

The President recommends a redefinition of the functions of the vice presidents and requests authority to redefine them and to transfer offices/ units from the supervision of a vice president to that of another vice president as the need arises.

Vice President for Planning and Finance

- Financial Management Office
 - Finance Committee
 - Investment and Income Committee
- Administrative Unit

Functions and Responsibilities of the Vice President for Planning and Finance

1. PLANNING

- a) To assist the autonomous universities (AUs) in the preparation of various planning documents, e.g., budget
- b) To coordinate the autonomous universities (AUs) in defining longer-term strategic plans or initiatives

2. BUDGETING

- a) To prepare the budget proposal to be submitted to the National Government consistent with the plans formulated by the autonomous universities and units/offices attached to the Office of the President
- b) To work for the release of funds to the University by the National Government
- c) To assist in the preparation of the Internal Operating Budget for BOR approval consistent with plans formulated by the AUs and other units
- d) To serve as Chair of the Finance Committee.

The Finance Committee shall have the following functions:

- 1) Formulate policies for allocation of funds to AUs that are generated from the national government, from income and from other sources
- 2) To formulate and recommend policies for re-programming of savings of AVs
- 3) To formulate and recommend policies regarding student's fees
- 4) To monitor and coordinate budget activities of all autonomous universities

3. TREASURY AND CASH MANAGEMENT

- a) To supervise the Cashier's Office in their performance of Cash Operations
- b) To serve as Chair of the Income and Investment Committee
- c) To perform portfolio management functions for system funds

4. CONTROLLERSHIP

- a) To supervise the system accounting office in their performance of financial accounting function

	<p>b) To supervise the accounting office in their performance of Management Accounting function</p> <p>c) To develop and maintain the internal control system of the university</p> <p>d) To develop, maintain and regularly review a system-wide database for planning</p> <p>5. TO PERFORM ALL OTHER FUNCTIONS TO BE ASSIGNED BY THE PRESIDENT</p>
<p>15 Nov 1999</p>	<p>Excerpt from the <i>“Handbook of Existing Delineation Of Authority In The University 2008”</i></p> <p>Delegation of Authority to the Vice-President for Planning and Finance</p> <p>Executive Order No. FN-99-01-B, issued on 15 November 1999 has delegated the following authority to the Vice-President for Planning and Finance:</p> <p>1. Letters to the Department of Budget and Management (DBM) requesting for issuance of notice of cash allocation; requesting for release of funds/allotment; requesting for cash release covering accounts payable by the CUs</p>
<p>1176TH MEETING 6 NOVEMBER 2003</p>	<p>Memorandum No. FN-Q3-S0: Revised Authorized Signatories of U.P. System Administration MDS Disbursement Checks</p> <p>Pursuant to the authority granted to the President by the Board of Regents at its 11201 1> meeting on 27 May 1998 and in view of the appointment of College of Business Administration Dean Erlinda S. Echanis as Officer-In-Charge of the Office of the Vice-President for Planning and Finance until the appointment of a regular Vice President</p>
<p>1193RD MEETING 24 FEBRUARY 2005</p>	<p>The Board approved the appointment of Dr. Erlinda S. Echanis as Officer-In-Charge, Office of the Vice President for Planning and Finance, effective 1 March 2005 to serve at the pleasure of the President</p>
<p>1197TH MEETING 23 JUNE 2005</p>	<p>The Board approved the appointment Dr. Ma. Concepcion P. Alfiler, original additional assignment as Vice President for Planning and Finance, effective 1 July 2005 to serve at the pleasure of the President</p>