

**From:** [Kellie Watson \(kwtson10\)](#)  
**To:** ["aceast@aphis.usda.gov"](#)  
**Cc:** [Beverly Jacobik \(bjacobik\)](#); [Jasbir S Dhaliwal \(jdhaliwl\)](#)  
**Subject:** Requesting Written Confirmation of the Change in Institutional Official  
**Date:** Wednesday, August 7, 2019 2:17:00 PM  
**Attachments:** [image001.jpg](#)  
[image002.jpg](#)  
[image003.jpg](#)  
[image004.jpg](#)

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Good afternoon,

My name is Kellie Watson; I am with the University of Memphis (ID #852). I call today (8/7) and spoke with Gina at the North Caroline office, regarding a change in our Institutiail Official. Gina was very helpful in ensuring our request was handled promptly over the phone.

This email serves to confirm the following for the University of Memphis

1. The Institutional Official is Dr. Jasbir Dhaliwal
2. The Attention Person should be Beverly Jacobik ([bjacobik@memphis.edu](mailto:bjacobik@memphis.edu), 901.678.4786)
3. Karyl Buddington remains as an Authorized Person
4. Donny Ray remains as an Authorized Person
5. Kellie Watson remains as an Authorized Person

I am requesting confirmation of these changes. Should you have additional questions or concerns, please contact me at [kwtson10@memphis.edu](mailto:kwtson10@memphis.edu) or 901.678.2705

Thanks,

Kellie Watson

Research Compliance Coordinator

Division of Research and Innovation

