



Division of Finance and Administration

A message from Chief Financial Officer & Vice Chancellor
Mary Lou D. Ortiz



**Managers/Supervisors: Please share this email with DFA campus temporary and contract employees. For those who do not have regular access to emails/laptops/PCs, please print and share this email accordingly.*

Dear DFA employees,

As part of our ongoing commitment to enhance internal communication and support DFA's strategic initiatives, we are conducting an internal communications survey. We invite you to participate in this important initiative, as your input is instrumental in continuously improving this process. It will only take approximately 10 minutes to complete, and your responses will remain anonymous.

We define internal communications as communications originating from within the Division of Finance and Administration (DFA) and directed at DFA staff. These communications use a variety of channels, including newsletters, the DFA website, department meetings, town halls, email updates, intranet portals, and instant messaging platforms. Effective internal communications play a vital role in fostering a cohesive and informed workforce, promoting alignment with organizational goals, and enhancing employee engagement.

Your feedback is crucial in helping us understand how well our internal communications are serving you and identify areas for improvement. We genuinely believe that your insights will contribute to shaping a more effective and connected work environment.

To access the survey, please click on the following link and complete the survey by Friday, December 22: [internal communications survey](#).

Thank you in advance for your active participation. We eagerly look forward to receiving your valuable feedback and insights. Should you have any questions or encounter any issues, please email withuforu@uci.edu.

Sincerely,

Mary Lou D. Ortiz
Chief Financial Officer
Vice Chancellor, Finance and Administration

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