

VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

OFFICE OF THE PRESIDENT

November 8, 1994

MEMORANDUM NO. **107**  
Series of 1994

T O : MRS. MILAGROSA L. GAMOTIN — *10*

SUBJECT : SAO Recommendation

In order to guide us in reacting to the SAO Report, you are hereby requested to provide the Office of the Vice President for Administration the following documents:

- a. Vouchers and supporting documents corresponding to the P8,288,564 certified as A/P (see recommendation No. 2)
- b. Vouchers and complete supporting documents relative to the 3.4 M and scientific supplies and materials worth 584,128.96 transferred to VIFARD.
- c. Vouchers and supporting documents relative to the VISCA Pilot Feed Mill to VIFARD.

Please submit these documents soonest.

*Samuel S. Go*  
SAMUEL S. GO  
President *g/m*

cc: OVPA  
**File** *H*