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November 8, 1988

MEMORANDUM NO. 147  
Series of 1988

TO: Dr. Myrna B. Papino

RE: TERMINATION OF HOUSING CONTRACT

Notwithstanding the decision of the President's Advisory Council to give all VISCA staff on AWOL a 30-day notice to vacate their campus residence, invoking the provision of Section 16 in the housing contract allows us to terminate the contract automatically. For your ready reference, Section 16 is reproduced below:

SECTION 16. The staff housing contract shall be automatically terminated for any of the following reasons:

- a. The lessee ceases to be employed by VISCA;
- b. The lessee owns a house or housing unit within the 8 kilometer radius;
- c. The lessee fails to return to VISCA after the termination of the approved leave of absence (with or without pay);
- d. Habitual gross violation of any of the staff housing rules and regulations;
- e. The lessee fails to conform with the terms of the contract.

In case of court litigations arising from breach of the terms of the contract on the part of the lessee, the lessor shall be entitled to collect P3,000.00 as liquidated damages and P1,500.00 as attorney's fees, exclusive of costs legally taxable.

Furthermore, when an employee goes on AWOL beyond 30 days, we can drop him/her from the roll without losing our right to pursue in any manner his/her financial and property responsibilities with the College. Based on the record submitted by the Property Officer the total value of unaccounted properties under your name is P24,037.70.

By this notice, the Housing Committee is advised to assign your apartment to a qualified staff after going through certain formalities.

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Also copies of this letter are distributed to other offices, but only for information at this stage pending your immediate action on your accountabilities.

Thank you.

*M. R. Villanueva*  
M. R. VILLANUEVA  
President

cc: Housing Committee  
Dept. of Home Science  
Civil Service Commission  
Property Officer  
Legal Officer  
NEDA  
Personnel  
Records  
File