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Office of the President

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MEMORANDUM CIRCULAR NO. 11
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T O: All Concerned

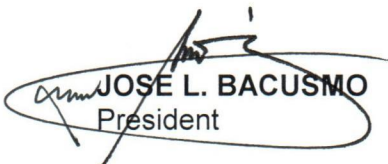
R E: Cultural and Athletic Allowance

Section 25 of the CY 2008 General Appropriations Bill provides as follows: ***“Out of the appropriations authorized in this Act for MOOE of each department, bureau or agency, an annual amount not exceeding One Thousand Two Hundred Pesos (P1,200.00) per employee- participant may be used for the purchase of costume or uniform, and other related expenses in the conduct of cultural and athletic activities.”***

In consonance with the above provision, the University grants the full amount to all personnel within the university system whether under permanent, temporary, casual or contractual status charge to PS appropriations who actively participate and/or attend all university-wide cultural and sports activities during the year (i.e. VSU Sportsfest, Graduation, Anniversary, etc.) Employees whose salaries/wages are paid from sources other than the General Fund shall be granted said allowance out of the fund where they draw their salaries.

Inasmuch as the grant is in the form of cultural/sports attire (shoes included), the claim shall be on reimbursement basis subject to the usual accounting and auditing rules and regulations.

For compliance.


JOSE L. BACUSMO
President