



# VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte 6521-A  
Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601

e-mail: [opvisca@mozcom.com](mailto:opvisca@mozcom.com); website: [www.lsu-visca.edu.ph](http://www.lsu-visca.edu.ph)

---

*Office of the President*

27 November 2007

**MEMORANDUM CIRCULAR NO. 57**  
Series of 2007

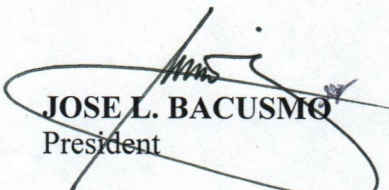
**T O: All Concerned**

**R E: Monetization of Leave Credits**

Please be advised that there will be no monetization of leave credits this year as the savings that shall be generated shall be utilized for the payment of authorized benefits to all employees of the university.

However, for extreme medical cases, monetization may be granted on a case to case basis subject to availability of funds for the purpose.

For your information and guidance.

  
**JOSE L. BACUSMO**  
President