



# VISAYAS STATE UNIVERSITY

6521-A Visca, Baybay, Leyte, Philippines

## *Office of the President*

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29 December 2009

**MEMORANDUM NO.** 251  
**Series of 2009**

**TO: All VSU Employees**

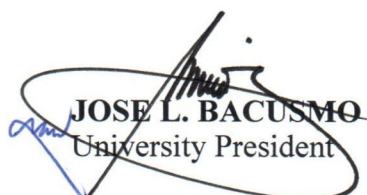
**RE: Generation of Savings for Calendar Year 2009**

Please be informed that the University has been able to generate saving for Calendar Year 2009 (CY 2009) which can be used to fund a CNA incentive to rank-and-file employees of the University pursuant to Section 3 of Article XII of the AdPA Collective Negotiations Agreement (CNA).

The release of such an incentive will be subject to the following conditions:

1. all *regular, temporary, contractual* and *co-terminus* rank-and-file administrative employees and who are members of the LSU AdPA members are entitled to receive the CNA incentive (*Section 1, Article I* of the CNA);
2. the employee must have rendered service for at least six (6) consecutive months to the University prior to the date determinate time of payment (*Section 3, Article XII* of the CNA);
3. AdPA Board Resolution No 4, s. 2009 dated 10 July 2009 shall be used as basis for the payment of CNA incentive to any rank-and-file employee who is "*no longer employed in the University for any reason prior to the payment of the CNA incentive*";
4. non-administrative employees of the University may also be provided the same benefits in accordance with existing CSC rules and regulations.

For the information and guidance of all concerned.

  
**JOSE L. BACUSMO**  
University President