



VISAYAS STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601
e-mail: opvisca@mozcom.com; website: www.vsu-visca.edu.ph

Office of the President

17 March 2009

MEMORANDUM NO. 58
Series of 2009

T O: All Concerned

R E: Annual Audit Exit Conference

You are hereby requested to attend the Annual Audit Exit Conference with the COA-VSU Audit Team on **March 19, 2009, 1:30 p.m.** at the **Conference Room** of the **Office of the Vice President for Administration and Finance**.

Attached is the list of participants and the time slot. The VP for Administration and Finance, Chief of Finance Management Office, Accountant and Chief Administrative Officer shall attend the whole duration of the conference.

Please be guided accordingly.


JOSE L. BAGUSMO
President *orc 3/18/09*

List of Participants to the Annual Audit Exit Conference
March 19, 2009
1:30 pm

1:30 - 2:30 p.m.

VP for Planning and Resource Generation - Dr. Manuel K. Palomar
Property and Supply Officer - Ms. Epifania G. Tudtud & Engr. Alex P. Tulin
IGP Director - Dr. Sulpecio C. Bantugan

Project Managers of the following IGP & STF Projects:

- Printing Press	- Dr. Rotacio S. Gravoso
- Hostel	- Ms. Aileen Y. Clores
- Seednet	- Dr. Rodrigo F. Sebidos
- Guest House	- Ms. Rebecca B. Napiere
- Pavilion	- Ms. Rebecca B. Napiere
- Bakery	- Dr. Felix J. Amestoso
- Feedmill	- Dr. Marcelo A. Quevedo
- Garden Resort	- Ms. Wenifreda T. Oclinaria
- Goat/Sheep	- Prof. Lolito C. Bestil
- Cattle	- Dr. Alberto A. Taveros
- Duck & Poultry	- Mr. Manuel D. Gacutan, Jr.
- Infirmary	- Dr. Elwin Jay V. Yu
- Library	- Ms. Rebecca B. Napiere
- Market Concessionaires	- Dr. Sulpecio C. Bantugan
- Root Crops	- Ms. Cynthia Dolores V. Godoy
- Housing/Electricity	- Ms. Wenifreda T. Oclinaria
- SRTPAL – DASS	- Mr. Teodomero C. Ratilla

2:30 - 3:30 p.m.

VP for Research and Extension	- Dr. Othello B. Capuno
VP for Academic Affairs	- Dr. Oscar B. Posas
USSO Head	- Prof. Manolo B. Loreto, Jr.
USSO – In-Charge of SAFE Loan	- Ms. Chona A. Brit

3:30 – 4:00 p.m.

Cashier	- Ms. Corazon U. Nuevo
---------	------------------------