

September 15, 1994 100

MEMORANDUM NO. 94
Series of 1994

September 16, 1994

TO: Dr. Nerelito P. Pascual
Ms. Norma V. Cala
Ms. Rosario L. Paulo
Ms. Milagrosa L. Gamotin
Prof. Sixto P. Sandoval

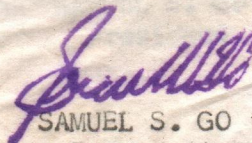
SUBJECT: Finance Committee

With Dr. Nerelito P. Pascual as Chairman, please constitute yourselves into a Finance Committee with the following functions:

1. Review and recommend for approval budgetary requests of Department/Center/Office chargeable against the Centralized Funds for General Administration, Advanced Education, Higher Education, Secondary Education, Auxilliary Services, Research and Extension.
2. Review and recommend for approval requests to use fund balances of completed/dormant research projects funded by PCARRD/other agencies until September 30, 1994.
3. Recommend allocation of funds
4. Formulate and recommend policies to attain an effective and efficient management of ViSCA's financial resources.
5. Periodically assess releases from DBM and expenditures.

Your recommendations shall be forwarded to the College President for approval/appropriate action.

Please be guided accordingly.


SAMUEL S. GO
President

cc: Records
File