



18 March 2024

MEMORANDUM CIRCULAR NO. 50

Series of 2024


**T O: All Office/Department Heads, dDRCs/adDRCs, Clerks and Representatives
from Research Projects**

R E: Attendance to the Financial Transaction Forum

I hereby enjoined all Office/Department Heads, dDRCs/adDRCs, Clerks and representatives from research projects to attend the **Financial Transaction Forum** at the **1st Floor of CCE building, VSU Lower Campus** on **March 20, 2024**. This activity is designed to expand the knowledge and skills of participants in financial management to ensure that our institution maintains high standards of financial integrity and accountability.

It is mandatory for all identified personnel to attend this forum. Your active participation is not only appreciated but also essential in ensuring a smooth financial transaction.

For your guidance and compliance.



PROSE IVY G. YEPES
President