



VISAYAS STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601
website: www.vsu-visca.edu.ph

Office of the President

23 March 2009

MEMORANDUM NO. 63
Series of 2009

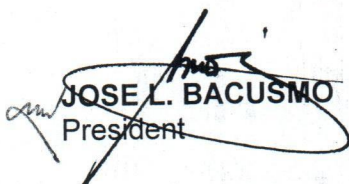
T O: Dr. Roberta D. Lauzon
Dean, VSU-Tolosa Campus
Tolosa, Leyte

R E: Certificate of Settlement and Balances Issued by COA

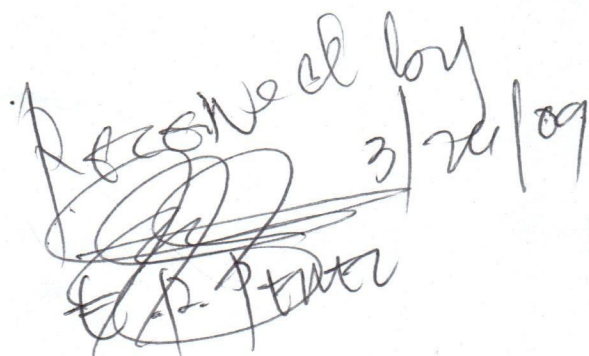
Furnishing your office with copies of the Certificate of Settlement and Balances of the various expenses of Tolosa Campus and the account of Dr. Celedonia Palaña to wit:

<u>CSB No.</u>	<u>Date</u>	<u>Suspensions</u>	<u>Disallowances</u>
97/98-003-MSF(98)	6-28-02	P84,615.07	P37,150.75
2001-002-101 (2002)	6-28-02	3,834,790.93	2,616,190.15
2001-001-101 (2002)	1-21-02	2,947,386.83	2,614,864.15
2001-002-164 (2001)	6-10-02	28,200.00	13,240.00
2001-001-MSF(2001)	6-10-02	70,670.00	6,808.00
2001-001-MSF(1999/2000)	12-21-01	46,434.00	--
2001-001-101 (2001)	12-14-01	2,595,667.05	2,610,830.95
2000-001-164 (2001)	12-15-01	8,300.00	9,240.00

Please require Ms. Elvira Sabulao, Ms. Gilda Cayanong and other staff to check and submit list of suspensions and disallowances that have already been settled with corresponding evidences of settlement. In addition, please require existing faculty and staff whose claims have been suspended and disallowed to provide proof of settlement. If not, require them to settle said suspensions and disallowances.


JOSE L. BACUSMO
President

cc: COA


Received by
3/24/09
E. P. Tuter