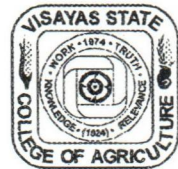


VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines

Office of the President



18 May 2000

MEMORANDUM CIRCULAR NO. 34

Series of 2000

T O: All Department/Office Heads/Directors

R E: CY 2000 Budget Level

Attached are the statement of the CY 1999 MOOE balances and the recommended CY 2000 allotment level of your department/office/center/project.

May we therefore request you to confirm the recommended budget and provide us the budgetary breakdown integrating your new priorities and thrusts within the recommended level.

Please submit the breakdown by object using the attached format on or before May 24, 2000.


PACIENCIA P. MILAN
President