

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

FILE
JUN 1 1987

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OFFICE OF THE PRESIDENT

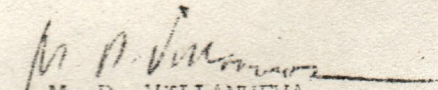
May 22, 1987

MEMORANDUM NO. 56
Series of 1987

T O: All Concerned

SUBJECT: GUIDELINES IN THE GRANTING OF GASOLINE ALLOWANCE
TO STAFF MEMBERS ASSIGNED TO COLLEGE PROJECTS

For the information of all concerned, the President's Advisory Council in its May 14, 1987 meeting approved the attached guidelines in the granting of gasoline allowance to staff members assigned to college projects. To facilitate approval of requests for gasoline allowance, requesting officials concerned are requested to see to it that the provisions of these guidelines are strictly followed.


M. R. VILLANUEVA
President

cc: Vice President for Administration
Auditor
Administrative Officer
Head, OMO
Chief Accountant
Budget Officer
SPMD
Records
File