## VISAYAS STATE COLLEGE OF AGRICULTURE Baybay, Leyte

OFFICE OF THE PRESIDENT

February 23, 1995

MEMORANDUM NO. Series of 1995

T O: Dr. Nerelito P. Pascual
Vice President for Administration

SUBJECT: Clarification of Memorandum No. 6, series of 1995

Memorandum No. 6, series of 1995 involved only the strengthening of the Management and Budget Office with the FMO heading the Financial Planning Generation and Monitoring Office of the Office of the President.

In view of said revision, the three offices of the Accounting, Cash and SPMD which were previously under the FMO have been transferred to the OVPA, the supervision of which will be assisted by the Administrative Officer. The offices of the Records, Security, Legal and VCO remains under the direct supervision of the Administrative Officer V.

Please be guided accordingly.

SAMUEL S. GO President

cc: Mrs. N. V. Cala Mrs. L. B. Gano Accounting Records File