

VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines
Office of the President



7 February 2001

MEMORANDUM CIRCULAR NO. 14

Series of 2001


T O: Project Managers of IGPs and Auxiliary Projects
R E: Preparation and Submission of Year 2001 Budget

All Project Managers are hereby reminded to prepare and submit your 2001 budget proposals to LUAPO not later than February 15, 2001 for evaluation by the IGP Board of Management and approval by this office to serve as your guide in implementing your project.

Since we have to augment ViSCA's budget out of our own income, all project managers are encouraged to maximize utilization of our resources to be able to generate more income. Lands not yet utilized by departments should be temporarily turned over to LUAPO so that same can be made productive.

Existing guidelines in the preparation of your 2001 budget should be followed.

Please be guided accordingly.


PACIENCIA P. MILAN
President

cc: LUAPO
OAA
IGP Board of Management
Records
File