

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

OFFICE OF THE PRESIDENT

July 15, 1996

Memorandum No. 100
Series of 1996

T O : Mr. Nicola C. Carreno

R E : Submission of Waste Material to the Property Office


In the conduct of comprehensive inventory of ViSCA equipment, the Property Office found out that the following equipment/semi-expendable supplies under your responsibility are already due for condemnation:

- 1) 1 set - Radio transceiver, TWC-108 shure CR-44 microphone Model 105 w/ 2 pcs 20-ft antenna mass, 2 bass mount & 100-ft coaxial line RG-58
- 2) 1 pc - Battery, wet cell #8D 12-v, 27-plates
- 3) 1 pc - Jar
- 4) 2 pcs - Pail, plastic
- 5) 1 pc - Frequency counter, Simpson 710, SN #059100
- 6) 1 pc - Power converter, Alta, Model: EC-R1

In view of this, you are given until July 30, 1996 to submit the required waste materials to the Property Office in order to enable said office to facilitate dropping/cancellation of these condemnable equipment/semi-expendable supplies from your Memorandum Receipt.

The Property Office is expected to submit an inventory list of equipment/semi-expendable supplies which are still usable the soonest time possible, hence, your cooperation is required.

Please be guided accordingly.


SAMUEL S. GO
President

RBD → 7-17-96