



# VISAYAS STATE UNIVERSITY

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*Office of the President*

3 October 2007

**MEMORANDUM NO. 175**  
Series of 2007

**T O: Ms. Marilyn A. Orquilla**

**R E: Unremitted Collections of P113,642.00**

The audit of the Infirmary income conducted by Ms. Milagrosa L. Gamotin shows that out of the P140,978.00 collections of the Infirmary for the period December 11, 2006 to September 13, 2007, only P27,336.00 was remitted to the Cash Division.

You are therefore given three (3) days from receipt hereof to reconstitute the amount of P113,642.00. In addition, please explain why you should not be administratively charged for malversation of public funds.

For immediate compliance.

  
**PACIENCIA P. MILAN**  
OIC President