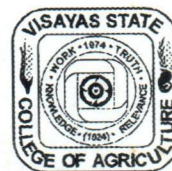


# VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines  
Office of the President



16 November 2000

MEMORANDUM CIRCULAR NO. 90  
Series of 2000

T O: All Concerned

R E: Submission of Application for Monetization of Leave Credits

To determine the magnitude of funding requirements for monetization of leave credits for FY 2000, employees who are interested to monetize (maximum of ten [10] days only) are requested to submit their application to **the HRMDO (in 3 copies) not later than November 24, 2000.** Payments for this monetization is however subject to availability of funds and DBM policies in the use of savings.

For your information and guidance.

  
PACIENCIA P. MILAN  
President