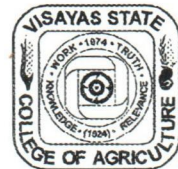


bp file copy

VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines
Office of the President



15 September 2000

MEMORANDUM NO. 170
Series of 2000

T O: Ms. Milagrosa L. Gamotin → 9/15
Ms. Velma P. Bontuyan → 9/18 pk
Mr. Simeon P. Sedrome → REVIEWED BY S. SEDROME

R E: Accountability of Ms. Danila Lanugan

With Ms. Milagrosa L. Gamotin as Chairman, please constitute yourselves into an *ad hoc* committee to check the accountability of Ms. Danila Lanugan while handling the finances of the ViSCA Feedmill.

Likewise, please focus on the correctness of the accountability of Ms. Josephine Diaz which was assumed by his father without ascertaining first the correctness of the amount.

Please submit your report and findings to this office not later than October 31, 2000.

Please be guided accordingly.


PACIENCIA P. MILAN
President 