

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

OFFICE OF THE PRESIDENT

March 29, 1996

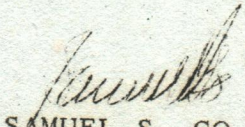
MEMORANDUM NO. 41
Series of 1996

T O: All Department/Office Heads and Center Directors
R E: Submission of Copies of Report of Inspection to
COA Within 24 Hours

In view of the total lifting of pre-audit activities by the Commission on Audit, our Resident Auditor and her staff will no longer conduct inspection of deliveries for the purchase of supplies, materials and services. However, they are not precluded from undertaking evaluation and inspection at their most opportune time. For consumable or perishable items, they may conduct the inspection/evaluation early enough to satisfy themselves as to the quality, quantity and other related aspects of the deliveries.

To enable therefore our Resident Auditor to perform the above-mentioned functions, copies of Report of Inspection should be submitted to the Office of the Resident Auditor within 24 hours from delivery. Department/Office Heads and Center Directors are directed to disseminate this information to all staff concerned.

For compliance.


SAMUEL S. GO
President

cc: Auditor Rosavilla Tan