

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

OFFICE OF THE PRESIDENT

201
May 24, 1993

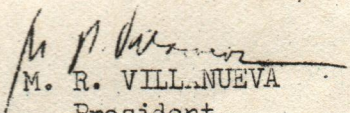
MEMORANDUM NO. 73
Series of 1993

T O: All Unit Heads

R E: Monetization of Leave Credits

Please be reminded that guidelines have been established for monetization of leave credits consistent with the provisions of the Joint Civil Service Commission and Department of Budget and Management Circular No. 1, s. 1991. The Accounting Office is charged with the application of the guidelines. Therefore, there is no need for the Office of the President to act on any request beyond the approval of concerned offices.

For compliance.


M. R. VILLANUEVA
President

cc: Accounting
Cash
COA