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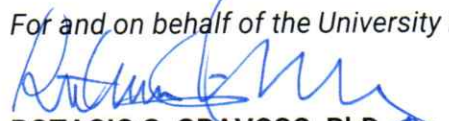
**MEMORANDUM CIRCULAR NO. \_\_\_\_\_**  
Series of 2025

**TO: All Concerned Offices**

**RE: Compliance to COA Notice of Suspension on Food Expense (3<sup>rd</sup> Batch)**

**FROM: PROSE IVY G. YEPES, EdD**  
University President

*For and on behalf of the University President:*

  
**ROTACIO S. GRAVOSO, PhD**  
Vice President for Academic Affairs

**DATE: February 17, 2025**

In October 2021, we received thirty-three (33) Notice of Suspensions (NS) issued by the COA related to food expenses incurred last 2020 and 2019 across all funds with the total amount of P6,190,622.75. In compliance with the NS, we submitted supporting documents in 2022. After reviewing the documents that we submitted to them, the COA issued Notice of Settlement of Suspension/Disallowance/Charge (NSSDC) which indicated that there are still lacking documents needed to be submitted.

In addition to the two (2) batches of NSSDC that were disseminated previously through OP Memo Circular No. 07, s. 2024 dated January 17, 2024 and OP Memo Circular No. 13, s. 2024 dated January 26, 2024, the COA issued another batch of NSSDC.

In summary, out of the P6.19 million total NS, we were able to comply with P2.19 million, leaving P3.99 million to comply with. Out of the P3.99 million, the Accounting Office has already received supporting documents amounting to P1.23 million and P0.69 million for the Batch 1 and Batch 2, respectively. Having said that, we still have P0.30 million and P0.59 million to comply with for the two previous batches, as well as P1.04 million for the Batch 3 of NSSDC issued recently.

	Batch 1	Batch 2	Batch 3	No NSSDC yet	
	Regular Agency Fund	Internally Generated Fund	Trust Fund	Business Related Fund	Total
<b>Total NS</b>	2,131,691.00	1,973,428.00	1,962,578.75	122,925.00	<b>6,190,622.75</b>
<b>Total Settled</b>	596,320.00	685,270.00	913,475.00	-	<b>2,195,065.00</b>
<b>To Comply</b>	1,535,371.00	1,288,158.00	1,049,103.75	122,925.00	<b>3,995,557.75</b>
<b>Received by Accounting Office</b>	1,232,233.00	694,818.00	-	-	<b>1,927,051.00</b>
<b>Remaining</b>	<b>303,138.00</b>	<b>593,340.00</b>	<b>1,049,103.75</b>	<b>122,925.00</b>	<b>2,068,506.75</b>

**OFFICE OF THE PRESIDENT**

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In view of this, the different offices concerned are directed to submit the lacking documents required by the COA (**Annex A**) to the Accounting Office for consolidation. Kindly refer to **Annex B** for the assigned Accounting Office personnel who will assist you on this matter. Kindly coordinate with them thru IP Phone Local No. 1006 or IP messaging.

Please comply with the above requirements **not later than February 25, 2025** considering that COA requires complete submission of all offices enumerated in the NS before they will evaluate our documents. It is also worth noting that it has been more than three (3) years since the issuance of the NS. Based on existing COA rules, failure to comply with the requirement of Notice of Suspension within ninety (90) days from receipt will lead to the issuance of Notice of Disallowance (ND). This will require us to refund in full the disbursed amount.

For prompt compliance.

**Vision:** A global green university providing progressive leadership in agriculture, science & technology, education and allied fields for societal transformation.

**Mission:** To produce graduates equipped with advanced knowledge and lifelong learning skills with ethical standards through high quality instruction, innovative research, and impactful community engagements.

## Annex B

Office/Unit Concerned	Batch 1 RAF	Batch 2 IGF	Batch 3 Trust Fund	Grand Total
<b>Christopher Jhon "Bong" Sta Iglesia</b>	<b>8,220.00</b>	<b>29,040.00</b>	<b>20,105.00</b>	<b>57,365.00</b>
Department of Economics (DOE)	-	13,500.00		13,500.00
Dept. of Civil Engineering (DCE)	-	3,600.00		3,600.00
Dept. of Geodetic Engineering (DGE)	3,600.00	4,200.00		7,800.00
Dept. Of Meteorology	4,620.00			4,620.00
Dept. of Tourism and Hospitality Management (DTHM)		7,740.00		7,740.00
NIA			20,105.00	20,105.00
<b>Ian Godoy</b>	<b>104,493.00</b>	<b>27,140.00</b>	<b>5,540.00</b>	<b>137,173.00</b>
College of Veteriniry Medicine (CVM)	17,590.00	23,900.00		41,490.00
ITEEM	450.00		4,260.00	4,710.00
ITEEM-Aquatic Ecosystem Division (AED)			1,280.00	1,280.00
NSTP		3,240.00		3,240.00
OVPSAS	56,400.00			56,400.00
SSO	30,053.00			30,053.00
<b>Jea Grace Bulacan</b>	<b>17,925.00</b>	<b>454,180.00</b>		<b>472,105.00</b>
Culture and the Arts Center (CAC)		24,990.00		24,990.00
OP	17,925.00	118,405.00		136,330.00
OP - VSU Anniversary Funds		59,500.00		59,500.00
OP-CF		165,830.00		165,830.00
OP-ISO		3,350.00		3,350.00
OP-UAC		25,300.00		25,300.00
OP-UADCO		54,965.00		54,965.00
UADCO		1,840.00		1,840.00
<b>Jeah Mae Ebero</b>	<b>33,740.00</b>	<b>7,440.00</b>	<b>139,633.00</b>	<b>180,813.00</b>
CAFS	6,500.00	-	2,500.00	9,000.00
DA-BAR			4,660.00	4,660.00
Department of Development Communication (DDC)			72,765.00	72,765.00
Dept. of Agriculture & Extension (DAEEX) - YRRP			15,600.00	15,600.00
Dept. of Food Science & Tech. (DFST)	4,940.00	7,440.00		12,380.00
DFST	22,300.00			22,300.00
DOH - PCAARD			5,230.00	5,230.00
DOST ASTHRDP			34,170.00	34,170.00
DOST-ASTHRDP			3,288.00	3,288.00
YRRP-RBME			1,420.00	1,420.00
<b>Jiya Mejia</b>	<b>75,800.00</b>	<b>9,830.00</b>	<b>51,910.00</b>	<b>137,540.00</b>
DA, Philrootcrops	52,550.00			52,550.00
NCRC			9,110.00	9,110.00
OVPAAs	720.00	390.00		1,110.00
OVPI	-	2,000.00		2,000.00
Philrootcrops	9,460.00		42,800.00	52,260.00
Philrootcrops - CASL		7,440.00		7,440.00
PRCRTC	3,800.00			3,800.00
VSU-ESED, Philrootcrops	9,270.00			9,270.00
<b>Nenia Pening</b>	<b>-</b>	<b>2,040.00</b>		<b>2,040.00</b>
OVPAF		2,040.00		2,040.00

<b>Marites "Mhatet" Catibo</b>	<b>14,240.00</b>	<b>-</b>	<b>829,805.75</b>	<b>844,045.75</b>
Office of the Director for Extension (ODE)	-		20,510.00	20,510.00
Office of the Director for Innovation and TBI			12,250.00	12,250.00
OVPRE	10,140.00	-	250,320.00	260,460.00
OVPRE - TBI			24,850.00	24,850.00
OVPRE-AFTBI			1,942.00	1,942.00
OVPREI-RBME			13,630.00	13,630.00
OVPRE-TBI			27,490.00	27,490.00
Research/ OVPRE - Bacusmo	4,100.00			4,100.00
ViCARP			478,813.75	478,813.75
<b>Patrice Joi Diaz</b>	<b>48,720.00</b>	<b>63,670.00</b>	<b>2,110.00</b>	<b>114,500.00</b>
Eco-Farmi	3,440.00	51,220.00	-	54,660.00
IAO	36,160.00	4,050.00	2,110.00	42,320.00
IO - WEB Team	5,540.00			5,540.00
UIMC	3,580.00			3,580.00
VSU Web Team/OVPI		8,400.00		8,400.00
<b>Grand Total</b>	<b>303,138.00</b>	<b>593,340.00</b>	<b>1,049,103.75</b>	<b>1,945,581.75</b>

## Annex A - Summary of Meals per Activity with lacking documentary requirements

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NS No	No	Numb ering	Activity/Event	Date of Event	Office	Amount	Settled	To comply	Lacking Supporting Documents as Reviewed by COA	Fund Cluster	Accounting Office Personnel Assigned
21-025	5	I 73	IEC Project In-House Series of Workshop	01.12.13,16&20.2020	Department of Development Communication (DDC)	9,370.00	-	9,370.00	Lacking activity design, target list of participants, notice of meeting/ activity report and photos. Just the list of the topics discussed/ agenda of the meeting held from Sept 2019 - Sept 2020 and the output (booklets/pamphlets) of the IEC-YRRP project were submitted.	IATF	Jeah Mae Ebero
21-025	6	I 73	IEC Project In-House Series of Workshop	01.07-09.2020	Department of Development Communication (DDC)	5,560.00	-	5,560.00	Lacking activity design, target list of participants, notice of meeting/ activity report and photos. Just the list of the topics discussed/ agenda of the meeting held from Sept 2019 - Sept 2020 and the output (booklets/pamphlets) of the IEC-YRRP project were submitted.	IATF	Jeah Mae Ebero
21-025	7	I 73	IEC Project In-House Series of Workshop	01.14.2020	Department of Development Communication (DDC)	1,840.00	-	1,840.00	Lacking activity design, target list of participants, notice of meeting/ activity report and photos. Just the list of the topics discussed/ agenda of the meeting held from Sept 2019 - Sept 2020 and the output (booklets/pamphlets) of the IEC-YRRP project were submitted.	IATF	Jeah Mae Ebero
21-028	11	G115	IEC Project Meeting	01.22.2020	Department of Development Communication (DDC)	2,220.00	-	2,220.00	Lacking activity design, target list of participants, notice of meeting, minutes of meeting and photos. Only the list of the topics discussed/ agenda of the meetings held from Sept 2019 - Sept 2020 and pamphlets as the output of the IEC-YRRP project were submitted.	IATF	Jeah Mae Ebero
21-031	3	G121	IEC Consultative Meeting with stakeholders	01.20.2020	Department of Development Communication (DDC)	20,930.00	-	20,930.00	Lacking activity design, target list of participants, notice of the meeting/ activity, minutes of meeting/ activity report and photos. Only the list of the topics discussed/ agenda of the meetings held from Sept. 2019 to Sept 2020 and pamphlets/booklets as the output of the IEC-YRRP project were submitted.	IATF	Jeah Mae Ebero
21-031	6	I 85	Workshop on the proper use of illustrations	05.13&27.2020	Department of Development Communication (DDC)	4,190.00		4,190.00	Lacking activity design, target list of participants, notice of the meeting/ activity, minutes of the meeting/ activity report and photos. Only the list of the topics discussed/ agenda of the meetings held from Sept 2019 - Sept 2020 and pamphlets/booklets as the output of the IEC-YRRP project were submitted.	IATF	Jeah Mae Ebero
21-031	7	J 43	Finalizing the pre-test and post-test survey questionnaire	06.17.2020	Department of Development Communication (DDC)	2,410.00		2,410.00	Lacking activity design, target list of participants, notice of the meeting/ activity, minutes of the meeting/ activity report and photos. Only the list of the topics discussed/ agenda of the meetings held from Sept 2019 - Sept 2020 and pamphlets/booklets as the output of the IEC-YRRP project were submitted.	IATF	Jeah Mae Ebero
21-031	8	I 85	Workshop on analyzing data for research	06.26.2020	Department of Development Communication (DDC)	7,070.00		7,070.00	Lacking activity design, target list of participants, notice of the meeting/ activity, minutes of the meeting/ activity report and photos. Only the list of the topics discussed/ agenda of the meetings held from Sept 2019 - Sept 2020 and pamphlets/booklets as the output of the IEC-YRRP project were submitted.	IATF	Jeah Mae Ebero
21-031	9	J 43	Determining the final sample size for survey	06.24.2020	Department of Development Communication (DDC)	3,030.00		3,030.00	Lacking activity design, target list of participants, notice of the meeting/ activity, minutes of the meeting/ activity report and photos. Only the list of the topics discussed/ agenda of the meetings held from Sept 2019 - Sept 2020 and pamphlets/booklets as the output of the IEC-YRRP project were submitted.	IATF	Jeah Mae Ebero
21-031	42	I 92	Script Writing Workshop	06.01&10.2020	Department of Development Communication (DDC)	6,695.00	-	6,695.00	Lacking activity design, target list of participants, notice of the meeting/ activity, minutes of meeting/ activity report and photos. Only the list of the topics discussed/ agenda of the meetings held from Sept 2019 - Sept 2020 and pamphlets/booklets as the output of the IEC-YRRP project were submitted.	IATF	Jeah Mae Ebero
21-012	61	I38	Seminar workshop on simple farm record keeping and profitability assessment	11.23.2019	Department of Economics (DOE)	13,500.00	-	13,500.00	Signed/ approved Training Design & Target List of Participants; Notice/ Office Order/ Memo. Authorizing the conduct of the activity, or letter-invitations to target participants & Activity Report with pictures	IGF	Christopher Jhon "Bong" Sta Iglesia
21-033	17	I 96	Building capabilities of farmer entrepreneurs thru climate smart farm business school approach (CS-FBS)	10.15. & 18.2020	Dept. of Agriculture & Extension (DAEEX) - YRRP	15,600.00	-	15,600.00	Lacking notice of meeting/activity, activity report and photos of the activity.	IATF	Jeah Mae Ebero
21-016	33	I56	Short Course on Road Safety	11.29.2019	Dept. of Civil Engineering (DCE)	3,600.00	-	3,600.00	Activity/ Training Design; Notice/ Memo. Authorizing the conduct of the Activity, or letter-invitations to participants; & Activity Report with pictures	IGF	Christopher Jhon "Bong" Sta Iglesia
21-001	43	I4	Baseline Data Gathering (Impact Study)	11.29.2018	Dept. of Food Science & Tech. (DFST)	4,150.00	-	4,150.00	Activity Design, & Notice/ Office Order/ Memo. Authorizing the activity	RAF	Jeah Mae Ebero

NS No	No	Numbering	Activity/Event	Date of Event	Office	Amount	Settled	To comply	Lacking Supporting Documents as Reviewed by COA	Fund Cluster	Accounting Office Personnel Assigned
21-011	20	E14	ISO re-echo Seminar	7.19.2020	Dept. of Food Science & Tech. (DFST)	790.00	-	790.00	Notice of Meeting/ Activity & Activity Report with pictures	RAF	Jeah Mae Ebero
21-012	46	J 20	Presentation of undergraduates thesis	12.13-14 & 19.2018	Dept. of Food Science & Tech. (DFST)	7,440.00		7,440.00	Activity Design, Targeted list of participants, Notice of Activity/ Office Order/ Memo authorizing the conduct of the activity/ letter of invitations to participants, and pictures taken during the activity	IGF	Jeah Mae Ebero
21-001	44	I4	Orientation on Geotagging Protocol	11.6-7.2019	Dept. of Geodetic Engineering (DGE)	3,000.00	-	3,000.00	Activity Design Nov. 06, 2019; Notice of Meeting/ Activity on Nov. 07, 2019; & Minutes of Meeting/ Activity Report with pictures on Nov. 6 & 7, 2019.	RAF	Christopher Jhon "Bong" Sta Iglesia
21-006	10	G21	Emergency Meeting	10.04.2020	Dept. of Geodetic Engineering (DGE)	600.00	-	600.00	Notice of the Meeting with Agenda, and Minutes of Meeting (Oct 4, 2020).	RAF	Christopher Jhon "Bong" Sta Iglesia
21-013	42	H24		11.12.2019	Dept. of Geodetic Engineering (DGE)	1,800.00	-	1,800.00	Activity Report with pictures (Nov.12, 2019)	IGF	Christopher Jhon "Bong" Sta Iglesia
21-013	43	B6	Geotagging of the generated hazard maps in VSU	11.14.2019	Dept. of Geodetic Engineering (DGE)	2,400.00	-	2,400.00	Activity Report with pictures	IGF	Christopher Jhon "Bong" Sta Iglesia
21-005	8	I12	Writeshop	02.07-08.2020	Dept. Of Meteorology	4,620.00	-	4,620.00	Activity Design amd Activity Report with pictures	RAF	Christopher Jhon "Bong" Sta Iglesia
21-012	27	G47	Pre-event meeting on the hospitality industry system seminar	11.15-16.2019	Dept. of Tourism and Hospitality Management (DTHM)	6,040.00	-	6,040.00	Notice of Meeting & Minutes of Meeting on Nov. 16, 2019	IGF	Christopher Jhon "Bong" Sta Iglesia
21-013	9	I41	Lecture-seminar on DBE syllabus and TOS preparation and review	11.12.2019	Dept. of Tourism and Hospitality Management (DTHM)	1,700.00	-	1,700.00	Signed/ approved Training Design and Program, Notice of Activity/ Office Order/ Memo authorizing the activity/ letter of invitations to participants, & Activity Report with pictures	IGF	Christopher Jhon "Bong" Sta Iglesia
21-009	27	H13		11.20.2019	DFST	22,300.00	-	22,300.00	Attendance Sheet (Nov 18-19, 2019), Activity Report (Nov 18, 2019), and pictures taken during the activity. Notice of Activity/ Office Order/ Memo authorizing the conduct of the activity/ letter of invitations to participants ( Nov 18 to 20, 2019)	RAF	Jeah Mae Ebero
21-024	3	H41		12.12-13.2019	DOH - PCAARD	5,230.00		5,230.00	Lacking notice of meeting, minutes of the meeting/activity report and photos of the meeting. Instead, a certification from the project leader of the PCAARRD-DOST Cacao Project was submitted, but it was not originally signed copy. Further, guest list is unsigned and no attendance sheet was submitted	IATF	Jeah Mae Ebero
21-028	1-3	I 77	DOST ASTHRDP Orientation	03.11.2020	DOST ASTHRDP	34,170.00		34,170.00	Lacking activity design, activity / narrative report and photos of the activity	IATF	Jeah Mae Ebero
21-031	24	I 90	DOST ASTHRDP Orientation	03.12.2020	DOST ASTHRDP	3,288.00	-	3,288.00	Lacking activity design, activity/narrative report, and photos of the activity.	IATF	Jeah Mae Ebero
21-001	58	B1	Cross Visitation to Canaan Farm	03.13.2020	DOST ASTHRDP	3,288.00	-	3,288.00	Lacking activity design, activity/narrative report, and photos of the activity.	IATF	Jeah Mae Ebero
21-001	58	B1	Cross Visitation to Canaan Farm	11.18.2019	Eco-Farmi	3,440.00	-	3,440.00	Signed/ approved Activity Report & Activity Design, & Notice/ Officer Order/ Memo. Authorizing the activity	RAF	Patrice Joi Diaz
21-013	44	I43	Capability building on Land use development and Infrastructure planning	12.10-11.2019	Eco-Farmi	51,220.00	-	51,220.00	Activity Report with pictures, & signed/ approved Activity/ Training Design	IGF	Patrice Joi Diaz
21-001	28	J 1	(Snacks served during ASEAN Quiz Show)	08.27.2019	IAO	5,000.00	-	5,000.00	Activity Design and Activity Report with pictures.	RAF	Patrice Joi Diaz
21-001	29	I3	Seminar on Humanosphere Potentiality Index	Sept. 11, 16, 17, 19 & 20, 2019	IAO	19,060.00	-	19,060.00	Activity / Training Design, Notice / Office Order/ Memo. Authorizing the activity, or letter-invitations acknowledged by participants, & Activity Report with pictures (Sept. 16, 2019)	RAF	Patrice Joi Diaz
21-006	32	G24	QS Meeting	02.21.2020	IAO	9,100.00	-	9,100.00	Activity Design & Activity Report with pictures	RAF	Patrice Joi Diaz
21-006	36	G25	QS Meeting	03.09.2020	IAO	1,800.00	-	1,800.00	Agenda & Minutes of the Meeting	RAF	Patrice Joi Diaz
21-007	1	H12		3.13.2020	IAO	1,200.00	-	1,200.00	Activity report with pictures	RAF	Patrice Joi Diaz
21-013	13	A3	Welcome party for KKU exchange students	12.09.2019	IAO	1,200.00	-	1,200.00	Activity Report with pictures	IGF	Patrice Joi Diaz
21-013	62	G62	QS Meeting	11.18.2019	IAO	2,850.00	-	2,850.00	Notice of Meeting and Minutes of Meeting	IGF	Patrice Joi Diaz
21-029	4	A8	Educational Tour for Foreign Exchange Students	02.29.2020	IAO	2,110.00		2,110.00	Lacking attendance sheet, minutes of meeting / activity report, photos and notice of meeting. Only justification and list of persons served but not signed by those persons.	IATF	Patrice Joi Diaz
21-008	8	J 11	Sebisyo Kabataan Online-Live episode	6.19.2020	IO - Web Team	770.00	-	770.00	Activity Design & Activity Report with pictures	RAF	Patrice Joi Diaz
21-008	9	J 11	Sebisyo Kabataan Online-Live episode	6.26.2020	IO - Web Team	1,420.00	-	1,420.00	Activity Design & Activity Report with pictures	RAF	Patrice Joi Diaz
21-010	36	J 14	Mobile Museum	3.02.2020	IO - Web Team	3,000.00	-	3,000.00	Activity Design & Activity Report with pictures	RAF	Patrice Joi Diaz
21-011	36	G42	Meeting	10.06.2020	IO - Web Team	350.00	-	350.00	Notice of Meeting with Agenda & Minutes of the Meeting	RAF	Patrice Joi Diaz
21-011	37	H19		9.09.2020	ITEEM	450.00	-	450.00	Activity Report	RAF	Ian Godoy

NS No	No	Numb ering	Activity/Event	Date of Event	Office	Amount	Settled	To comply	Lacking Supporting Documents as Reviewed by COA	Fund Cluster	Accounting Office Personnel Assigned
21-023	27	I 69	Project results presentation and validation	11.12.2019	ITEEM	1,560.00	-	1,560.00	No compliance documents	IATF	Ian Godoy
21-023	28	B13	To conduct weekly monitoring of the outplanted sargassum plant-bearing substrates	11.06.2019	ITEEM	1,350.00	-	1,350.00	These payments have the same attendance sheets.	IATF	Ian Godoy
21-023	29	B13	To conduct weekly monitoring of the outplanted sargassum plant-bearing substrates and to tie the plastic screen cover of the artificial reef	11.12.2019	ITEEM	1,350.00	-	1,350.00	These payments have the same attendance sheets.	IATF	Ian Godoy
21-026	3	G111	Sargassum project meeting	01.29-30.2020	ITEEM-Aquatic Ecosystem Division (AED)	1,280.00	-	1,280.00	No supporting documents for the snacks/meals provided on Jan 30, 2020	IATF	Ian Godoy
21-029	2	H45		02.26.2020	NCRC	3,200.00	-	3,200.00	Lacking attendance sheet, activity/ narrative report, photos and notice of meeting/activity. Instead, justifications and certifications for the missing documents were provided	IATF	Jiya Mejia
21-029	3	H45		01.30-31.2020	NCRC	5,910.00	-	5,910.00	Lacking minutes of the meeting, photos and notice of the meeting. Instead, justification and certifications for the missing documents provided	IATF	Jiya Mejia
21-023	5	G102	Meeting with the field supervisors & field enumerators for the preparation of questionnaires needed for data gathering scheduled on Sept. 3-5, 2019		NIA	2,175.00		2,175.00	Lacking Attendance Sheet, activity design, minutes of meeting/activity report and photos of the activity, Notice of meetings agendas and the list of persons served but not signed those persons.	IATF	Christopher Jhon "Bong" Sta Iglesia
21-023	6	G102	Meeting with the field supervisors & field enumerators for the preparation of questionnaires needed for data gathering scheduled on Sept. 1-31, 2019	08.08,10,12.20	NIA	9,200.00		9,200.00	Lacking Attendance Sheet, activity design, minutes of meeting/activity report and photos of the activity, Notice of meetings agendas and the list of persons served but not signed those persons.	IATF	Christopher Jhon "Bong" Sta Iglesia
21-023	7	G102	Meeting with the field supervisors & field enumerators for the results & feedback bu the respondents during data gathering funded by NIA	09.21.2019	NIA	4,000.00		4,000.00	Lacking Attendance Sheet, activity design, minutes of meeting/activity report and photos of the activity, Notice of meetings agendas and the list of persons served but not signed those persons.	IATF	Christopher Jhon "Bong" Sta Iglesia
21-024	2	G106	Meeting with URC & CCE staff and Field Enumerators for NIA	12.07.2019	NIA	3,750.00	-	3,750.00	Lacking minutes of the meeting and photos of the meeting. No attendance sheet was also submitted. The submitted list of persons served is unsigned by those persons.	IATF	Christopher Jhon "Bong" Sta Iglesia
21-025	3	G109	Meeting with the NIA staff	03.29.2019	NIA	980.00	-	980.00	Laking minutes of the meeting and photos of the activity. The submitted list of the persons served is unsigned by those persons	IATF	Christopher Jhon "Bong" Sta Iglesia
21-016	16	I54	ROTC lecture on DRRM - First Aid	02.22.2020	NSTP	3,240.00	-	3,240.00	Notice/ Office Order/ Memo. Authorizing the conduct of the activity, or letter-invitations to participants; Activity Report with pictures	IGF	Ian Godoy
21-031	23	I 89	Basic QGIS Training	07.28-29.2020	Office of the Director for Extension (ODE)	9,920.00	-	9,920.00	Lacking notice of meeting/activity, narrative report and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-032	4	I 95	Radio Program Making for beginners	09.07-11.2020	Office of the Director for Extension (ODE)	10,590.00	-	10,590.00	Lacking activity/ narrative report, photos of the activity, and notice of meeting/ activity.	IATF	Marites "Mhatet" Catibo
21-031	34	I 93	Echo Webinar on Online Digital Marketing (Day 3)	09.24.2020	Office of the Director for Innovation and TBI	12,250.00	-	12,250.00	Lacking notice of meeting, activity report and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-005	26	H10			OP	3,450.00	-	3,450.00	Activity Report with pictures	RAF	Jea Grace Bulacan
21-005	30	G20	139th University Adco Meeting	02.21.2020	OP	11,475.00	-	11,475.00	Activity Design & Activity Report with pictures	RAF	Jea Grace Bulacan
21-008	10	G28	University ADCG Meeting (Teleconference)	5.29.2020	OP	1,200.00	-	1,200.00	Signed Attendance Sheet, Notice of Meeting & Minutes of the Meeting	RAF	Jea Grace Bulacan
21-010	43	H16		1.29.2018	OP	1,800.00	-	1,800.00	Attendance Sheets, Notice of Meeting, and Minutes of Meeting	RAF	Jea Grace Bulacan
21-012	33	I35	Continuation of IUC proposal workshop	08.27.2019	OP	2,500.00	-	2,500.00	Activity Design, Notice of Activity/ Office Order/ Memo authorizing the activity/ letter of invitations to participants, & Activity Report with pictures	IGF	Jea Grace Bulacan
21-014	5	H25		01.09.2020	OP	615.00	-	615.00	Notice of Meeting and Minutes of Meeting	IGF	Jea Grace Bulacan
21-014	12	A5	To entertain FAREAST visitors	1.30.2020	OP	800.00	-	800.00	Attendance Sheet and Activity Report with pictures	IGF	Jea Grace Bulacan
21-015	19	G70	Meeting re discuss BOR action on reclassification of academic ranks through NBC 461-7th cycle	11.05.2019	OP	2,150.00	-	2,150.00	Notice of Meeting and Minutes of Meeting	IGF	Jea Grace Bulacan
21-016	10	H26		10.08.2019	OP	4,210.00	-	4,210.00	Attendance Sheet and Minutes of Meeting	IGF	Jea Grace Bulacan
21-016	11	H26		12.25.2019	OP	8,700.00	-	8,700.00	Attendance Sheet/ List of persons served with their corresponding signatures, Activity Design, and Activity Report with pictures	IGF	Jea Grace Bulacan
21-016	15	G75	97th VSU Board of Regents Meeting (Teleconference)	04.28.2020	OP	1,800.00	-	1,800.00	Notice of Meeting and signed/ approved Minutes of Meeting	IGF	Jea Grace Bulacan
21-019	23	G88	134th University ADCO Meeting	12.04.2018	OP	3,375.00	-	3,375.00	Notice of Meeting/ Activity and Minutes of Meeting	IGF	Jea Grace Bulacan
21-020	16	G91	VSU Board of Regents Meeting	08.19.2020	OP	1,400.00	-	1,400.00	Notice of Meeting and signed/ approved Minutes of Meeting	IGF	Jea Grace Bulacan
21-020	21	H32		09.30.2019	OP	530.00	-	530.00	Attendance Sheet, Agenda, and Minutes of Meeting	IGF	Jea Grace Bulacan



NS No	No	Numb ering	Activity/Event	Date of Event	Office	Amount	Settled	To comply	Lacking Supporting Documents as Reviewed by COA	Fund Cluster	Accounting Office Personnel Assigned
21-020	24	G92	Urgent meeting	08.13.2020	OP	960.00	-	960.00	Minutes of Meeting	IGF	Jea Grace Bulacan
21-020	25	H32		01.11.2019	OP	17,540.00	-	17,540.00	Activity Design, Targeted List of Participants, copy of the program/ schedule of activities, and Activity Report with pictures	IGF	Jea Grace Bulacan
21-020	33	H32		01.20.2020	OP	645.00	-	645.00	Attendance Sheet, Agenda, and Minutes of Meeting	IGF	Jea Grace Bulacan
21-020	35	J 37	96th VSU Anniversary	04.27.2020	OP	31,250.00	-	31,250.00	Attendance Sheet, List of persons served with their respective signatures, Targeted List of Participants, Activity Design, Notice/ Office Order/ Memo authorizing the activity/ letter of invitations to participants, & Activity Report with pictures	IGF	Jea Grace Bulacan
21-020	36	H33		06.30.2020	OP	2,425.00	-	2,425.00	Minutes of Meeting	IGF	Jea Grace Bulacan
21-020	37	H33		09.08.2020	OP	360.00	-	360.00	Attendance Sheet, Agenda, and Minutes of Meeting	IGF	Jea Grace Bulacan
21-020	41	H33		09.03.2020	OP	720.00	-	720.00	Attendance Sheet, Agenda, and Minutes of Meeting	IGF	Jea Grace Bulacan
21-020	43	H33		06.01.2020	OP	450.00	-	450.00	Minutes of Meeting	IGF	Jea Grace Bulacan
21-020	44	H33		08.09.2018	OP	540.00	-	540.00	Attendance Sheet, Notice of Meeting/ Activity, and Activity Report	IGF	Jea Grace Bulacan
21-020	51	H34		06.15.2018	OP	1,140.00	-	1,140.00	Attendance Sheet, Activity Design, copy of the Program/ Schedule of Activities, and Activity Report with pictures	IGF	Jea Grace Bulacan
21-020	56	L 24	Presentation of Guide for Strategic Planning and Presentation of Forms	09.09.2020	OP	2,325.00	-	2,325.00	Activity/ Training Design, targeted List of Participants, Notice/ Office Order/ memo authorizing the activity/ letter invitations to participants, & Activity Report with pictures	IGF	Jea Grace Bulacan
21-020	57	H34		02.11&13.2019	OP	11,275.00	-	11,275.00	Activity/ nrrative Report with pictures	IGF	Jea Grace Bulacan
21-020	61	H35		07.30.2020	OP	700.00	-	700.00	Attendance Sheet, Agenda, and Minutes of Meeting	IGF	Jea Grace Bulacan
21-020	62	H35		07.15.2020	OP	780.00	-	780.00	Attendance Sheet, Agenda, and Minutes of Meeting	IGF	Jea Grace Bulacan
21-021	11	H36		04.19.2018	OP	1,200.00	-	1,200.00	Notice of Meeting, Agenda, Minutes of Meeting and pictures taken during the activity	IGF	Jea Grace Bulacan
21-021	12	H36		04.20.2018	OP	1,440.00	-	1,440.00	Notice of Meeting, Agenda, Minutes of Meeting and pictures taken during the activity	IGF	Jea Grace Bulacan
21-021	13	H36		04.19.2018	OP	3,100.00	-	3,100.00	Attendance Sheet/ List of persons served with their corresponding signatures, Activity Design, Notice/ Office Order/ Memo authorizing the activity/ invitation letters, and Activity Report with pictures	IGF	Jea Grace Bulacan
21-021	14	H36		06.28.2018	OP	2,990.00	-	2,990.00	Notice of Meeting, Agenda, Minutes of Meeting and pictures taken during the activity	IGF	Jea Grace Bulacan
21-021	16	G97	General Assembly SUC ACAP	07.24.2020	OP	3,000.00	-	3,000.00	Attendance Sheet	IGF	Jea Grace Bulacan
21-021	21	H37		05.31.2018	OP	6,420.00	-	6,420.00	Notice of Meeting, Agenda, Minutes of Meeting and pictures taken during the activity	IGF	Jea Grace Bulacan
21-021	23	H37		12.07.2018	OP	3,065.00	-	3,065.00	Notice of Meeting, Agenda, Minutes of Meeting and pictures taken during the activity	IGF	Jea Grace Bulacan
21-020	26	H32		04.24-26.2019	OP - VSU Anniversary Funds	59,500.00	-	59,500.00	Attendance Sheet, Targeted List of Participants, Activity Design, Notice/ Office Order/ Memo authorizing the activity/ letter of invitations to participants, and Activity Report with pictures	IGF	Jea Grace Bulacan
21-015	21	E20	Post-ISO External Audit Assembly	02.21.2020	OP-CF	112,350.00	-	112,350.00	Targeted List of Participants, Activity Design, copy of the program, and Activity Report with pictures	IGF	Jea Grace Bulacan
21-019	10	H29		07.14.2019	OP-CF	44,300.00	-	44,300.00	Attendance Sheet, Activity Design, copy of the Program/ Schedule of Activities, and Activity Report with pictures	IGF	Jea Grace Bulacan
21-019	11	H29		07.15.2019	OP-CF	1,430.00	-	1,430.00	Attendance Sheet, Activity Design, copy of the Program/ Schedule of Activities, and Activity Report with pictures	IGF	Jea Grace Bulacan
21-019	12	H29		07.16.2019	OP-CF	7,750.00	-	7,750.00	Attendance Sheet, Activity Design, copy of the Program/ Schedule of Activities, and Activity Report with pictures	IGF	Jea Grace Bulacan
21-019	32	L 15	Management Review of QMS	07.20.2019	OP-ISO	3,350.00	-	3,350.00	Notice of Meeting/ Activity Report with pictures	IGF	Jea Grace Bulacan
21-016	7	G73	46th University Academic Council Meeting	03.10.2020	OP-UAC	25,300.00	-	25,300.00	Minutes of Meeting/ Activity Report with pictures	IGF	Jea Grace Bulacan
21-012	30	G48	136th University ADCO meeting	10.07.2019	OP-UADCO	20,975.00	-	20,975.00	Minutes of Meeting/ Activity Report with pictures	IGF	Jea Grace Bulacan
21-015	25	G70	138th University ADCO Meeting	12.13.2019	OP-UADCO	3,375.00	-	3,375.00	Minutes of Meeting/ Activity Report with pictures	IGF	Jea Grace Bulacan
21-016	1	G72	University ADCO Meeting (Emergency)	03.13.2020	OP-UADCO	2,250.00	-	2,250.00	Notice of Meeting, Agenda, and Minutes of Meeting	IGF	Jea Grace Bulacan
21-016	8	G74	140th University ADCO Meeting	03.06.2020	OP-UADCO	11,475.00	-	11,475.00	Minutes of Meeting/ Activity Report with pictures	IGF	Jea Grace Bulacan
21-019	5	G85	University ADCO Meeting	07.07.2020	OP-UADCO	720.00	-	720.00	Notice of Meeting and Minutes of Meeting	IGF	Jea Grace Bulacan
21-019	13	G86	University ADCO Meeting	07.03.2020	OP-UADCO	720.00	-	720.00	Notice of Meeting and Minutes of Meeting	IGF	Jea Grace Bulacan
21-019	18	G87	University ADCO Meeting	06.09.2020	OP-UADCO	2,400.00	-	2,400.00	Notice of Meeting and Minutes of Meeting	IGF	Jea Grace Bulacan
21-019	19	G87	University ADCO Meeting	07.19.2020	OP-UADCO	2,050.00	-	2,050.00	Notice of Meeting and Minutes of Meeting	IGF	Jea Grace Bulacan
21-020	14	G91	University ADCO Meeting	08.06.2020	OP-UADCO	8,010.00	-	8,010.00	Notice of Meeting and Minutes of Meeting / Activity Report with pictures	IGF	Jea Grace Bulacan
21-020	18	G91	University ADCO Meeting	08.24.2020	OP-UADCO	2,990.00	-	2,990.00	Notice of Meeting and Minutes of Meeting/ Activity Report with pictures	IGF	Jea Grace Bulacan
21-010	18	I24	Workshop on the encoding of revisions of the Quality Procedures and forms of OVPAA	08.28.2020	OVPAA	720.00	-	720.00	Notice of the Meeting/ Activity & Activity report with pictures	RAF	Jiya Mejia
21-020	52	I66	Workshop on the encoding of revisions of the Quality Procedures and forms of OVPAA	09.02.2020	OVPAA	390.00	-	390.00	Activity/ Training Design, Notice of Activity, & Activity Report	IGF	Jiya Mejia
21-018	11	G82	NAPB Meeting	06.25.2020	OVPAA	1,320.00	-	1,320.00	Minutes of Meetings	IGF	Nenia Pening

NS No	No	Numbering	Activity/Event	Date of Event	Office	Amount	Settled	To comply	Lacking Supporting Documents as Reviewed by COA	Fund Cluster	Accounting Office Personnel Assigned
21-019	7	I60	RSP reorientation for end users (ODAHRD and PRPEO)	07.02.2020	OVPAF	720.00	-	720.00	Signed/ approved Training Proposal and Activity Report	IGF	Nenia Pening
21-013	25	J 26	Department Format of the Citizens Charter	12.04.2019	OVPI	2,000.00	-	2,000.00	Activity/ Training Design, <b>Notice of Meeting/</b> Activity, & <b>Minutes of the Meeting/</b> Activity Report	IGF	Jiya Mejia
21-001	20	H2		10.06.2019	OVPRE	600.00		600.00	All the required documents - Notice of Meeting/ Activity with Agenda & Minutes of the Meeting/ Activity Report with pictures	RAF	Marites "Mhatet" Catibo
21-001	31	J 1	On site visit of DOST-PCAARDD Staff to Conduct a Monitoring of Dr. Cruz's Activities	05.21-22.2019	OVPRE	3,420.00	-	3,420.00	Attendance Sheet, Notice of Meeting with Agenda & Minutes of the Meeting for the meals on May 22, 2019, amounting to P990.00.	RAF	Marites "Mhatet" Catibo
21-010	1	H14		02.13&22.2020	OVPRE	6,120.00	-	6,120.00	Duly signed/ approved Training Design; Notice of Activity/ Office Order/ Memo authorizing the activity/ letter of invitations; and Activity Report	RAF	Marites "Mhatet" Catibo
21-030	11	I 83	Training on Cultural Management of Fruit Trees	12.10&17.2019	OVPRE	40,800.00	-	40,800.00	Lacking activity/narrative report and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-030	12	L 29	Terminal Review on the ASAP project	12.20.2019	OVPRE	20,400.00	-	20,400.00	Lacking activity design, activity report and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-030	13	I 83	Training on Cultural Management of Fruit Trees	09.06.20&26.20	OVPRE	61,200.00	-	61,200.00	Lacking activity report and photos of the activity	IATF	Marites "Mhatet" Catibo
21-030	14	I 83	Training on Cultural Management of Fruit Trees	10.04.14&25.20	OVPRE	61,200.00	-	61,200.00	Lacking activity report and photos of the activity	IATF	Marites "Mhatet" Catibo
21-030	15	I 83	Writeshop Series on Consolidation of Data for the Terminal Report for the Four Municipalities	11.06-08.2019	OVPRE	61,200.00	-	61,200.00	Lacking activity report , photos from the activity and attendance sheets for each day conducted. Only one attendance sheets were submitted for the period of Nov 6-8 2019.	IATF	Marites "Mhatet" Catibo
21-032	1	I 94	Accelerated Sustainable Anti-Poverty Program (ASAP) Farmers Training	12.14.2018	OVPRE	5,520.00	-	5,520.00	Lacking activity/ narrative report, photos of the activity, and the notice of the meeting/ activity.	IATF	Marites "Mhatet" Catibo
21-031	32	L 30	TBI Terminal Review	09.15.2020	OVPRE - TBI	2,800.00	-	2,800.00	Lacking minutes of the meeting/activity report and photos.	IATF	Marites "Mhatet" Catibo
21-031	33	I 91	Echo Webinar on Online Digital Marketing (Day 1)	09.17.2020	OVPRE - TBI	8,750.00	-	8,750.00	Lacking notice of meeting, activity report and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-031	46	I 91	Echo Webinar on Online Digital Marketing (Day 1)	09.10.2020	OVPRE - TBI	13,300.00	-	13,300.00	Lacking notice of meeting, activity report and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-023	22	I 69	Hydroponics vegetable production training/demonstration	10.04.2019	OVPRE-AFTBI	1,942.00	-	1,942.00	Lacking notices of meeting, activity/narrative report and photos of the activity	IATF	Marites "Mhatet" Catibo
21-031	44	G125	Consultation meeting for Aug. 19 and no title of activity for Aug. 18 & 20	08.18-20.2020	OVPREI-RBME	6,400.00		6,400.00	Lacking attendance sheets from Aug 18-19, 2020	IATF	Marites "Mhatet" Catibo
21-033	9	H52		10.13-15.2020	OVPREI-RBME	7,230.00	-	7,230.00	Minutes of the meeting for each day of the conduct were not prepared and submitted. Only one set of minutes was prepared covering the period from October 13 to 15, 2020	IATF	Marites "Mhatet" Catibo
21-023	26	I 69	Re-echo workshop on intellectual property (IP) valuation	11.07&12.2019	OVPRE-TBI	3,910.00	-	3,910.00	Lacking activity/narrative report and photos of the activity for the snacks on Nov 7, 2019.	IATF	Marites "Mhatet" Catibo
21-028	6	H43		03.11.2020	OVPRE-TBI	2,000.00	-	2,000.00	- No supporting documents for the snacks on Nov. 12, 2019 Lacking attendance sheet and other supporting documents for the meals on 03/11/2020. Only a list of persons served was submitted, but it was unsigned by those persons. The submitted meeting documents are for the activity on 03/12/2020	IATF	Marites "Mhatet" Catibo
21-028	9	J 42	Signing of the Technology Licensing Agreement between VSU and TBI Incubatees	03.06.2020	OVPRE-TBI	3,700.00	-	3,700.00	No activity/ narrative report, and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-029	6	I 79	Virtual Training on Takudo Chips Processing	05.28.2020	OVPRE-TBI	1,380.00		1,380.00	Lacking activity report and photos of the activity	IATF	Marites "Mhatet" Catibo
21-033	1	I 95	Echo Webinar on Online Digital Marketing (Day 4) - Presentation of Marketing Campaign Plan	09.28.2020	OVPRE-TBI	16,500.00	-	16,500.00	No notice of meeting/ activity, activity report and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-011	11	H17		9.14-18.2020	OVPASAS	56,400.00	-	56,400.00	Activity Design, Notice of Meeting/ Activity with Agenda & Activity report with pictures	RAF	Ian Godoy
21-001	7	G2	Philrootcrops Research and Development Council Meeting	10.1&8.2019	Philrootcrops	3,500.00	-	3,500.00	Attendance Sheet, Notice of Meeting with Agenda & Minutes of the Meeting for the snacks on Oct. 1, 2019 amounting to P 1, 400.00	RAF	Jiya Mejia
21-001	39	H3		11.20.2019	Philrootcrops	1,200.00	-	1,200.00	Notice of meeting with Agenda, Activity/ Training Design, & Minutes of the Meeting/ Activity Report with pictures.	RAF	Jiya Mejia
21-008	3	G27	PRDC Meeting	05.06.2020	Philrootcrops	1,000.00	-	1,000.00	Duly signed/ approved Minutes of Meeting	RAF	Jiya Mejia
21-010	11	D5	Interview of Applicants	07.29.2020	Philrootcrops	990.00	-	990.00	Activity Report with pictures	RAF	Jiya Mejia
21-010	14	D5	Interview of Applicants	07.22.2020	Philrootcrops	820.00	-	820.00	Activity Report with pictures	RAF	Jiya Mejia
21-011	7	G38	PRDC Meeting	9.14.2020	Philrootcrops	1,950.00	-	1,950.00	Duly signed/ approved Minutes of Meeting	RAF	Jiya Mejia
21-023	20	H39	No activi	09.11-12.2019	Philrootcrops	8,330.00	-	8,330.00	Lacking activity design, activity / narrative report and photos of the activity	IATF	Jiya Mejia
21-023	31	G103	Exit conference on enhanced cassava production through distribution of quality planting materials	11.26-28.2019	Philrootcrops	26,310.00	-	26,310.00	The activity is for 3 days. No activity report on Nov. 26 & 28, 2019 and photos of the activity. No activity design as well.	IATF	Jiya Mejia

NS No	No	Numbering	Activity/Event	Date of Event	Office	Amount	Settled	To comply	Lacking Supporting Documents as Reviewed by COA	Fund Cluster	Accounting Office Personnel Assigned
21-023	44	J 40	For the finalization of research proposal	12.05.2019	Philrootcrops	4,000.00	-	4,000.00	Lacking notice of meeting/activity, minutes of meeting or activity report and photos of the activity.	IATF	Jiya Mejia
21-029	7	G118	Meeting with project leader (BSU)	02.06-07.2020	Philrootcrops	4,160.00		4,160.00	Lacking minutes of meeting for Feb 7, 2020. The minutes submitted for Feb 6, 2020 was unsigned.	IATF	Jiya Mejia
21-020	11	H31	Alay Linis	08.25-26.2020	Philrootcrops - CASL	7,440.00	-	7,440.00	Activity Design and ActivityReport with pictures	IGF	Jiya Mejia
21-011	4	J 16	General Cleaning at Philrootcrops Center's Vicinity	9.04.2020	PRCRTC	3,800.00	-	3,800.00	Activity Report	RAF	Jiya Mejia
21-003	4	H5	Stiching Stagiaries Cebu Board Members	01.18.2020	Research/ OVPRE - Bacusmo	2,100.00	-	2,100.00	Attendance Sheet, Activity Design, Notice of Meeting/ Activity, & Activity Report with pictures	RAF	Marites "Mhatet" Catibo
21-003	8	H6		01.29.2020	Research/ OVPRE - Bacusmo	2,000.00	-	2,000.00	Attendance Sheet, Activity/ Training Design, Notice of Meeting/ Activity with Agenda, & Minutes of Meeting/ Activity Report with pictures	RAF	Marites "Mhatet" Catibo
21-001	38	J 2	University Earthquake drill for 1st Sem. SY 2019-2020	10.29-30.2019	SSO	7,823.00	-	7,823.00	Notice/ Office Order/ Memo. Authorizing the activity, or letter-invitations acknowledged by participants, & Activity Report with pictures.	RAF	Ian Godoy
21-009	19	I21	Fire Truck Operators Seminar/Drill Part 2	12.06.2019	SSO	22,230.00	-	22,230.00	Notice of Activity/ Office Order/ Memo authorizing the activity/ letter invitations to participants, & Activity Report with pictures	RAF	Ian Godoy
21-020	50	G94	University ADCO Meeting	07.13.2020	UADCO	1,840.00	-	1,840.00	Minutes of Meeting	IGF	Jea Grace Bulacan
21-009	11	J 12	Serbisyo Kabataan Online Webisode 04	7.17.2020	UIMC	2,160.00	-	2,160.00	Activity Design & Activity Report with pictures	RAF	Patrice Joi Diaz
21-009	17	G31	Pre-prod Meeting for Serbisyo Kabataan Online	7.10.2020	UIMC	1,420.00	-	1,420.00	Activity Design & Activity Report	RAF	Patrice Joi Diaz
21-023	23	I 69	Training-Workshop on Productivity and Technical Efficiency Analysis using Stata	09.29-10.05.20	VICARP	1,500.00	-	1,500.00	Lacking target list of participants, activity/narrative report and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-023	24	I 69	Training-Workshop on Productivity and Technical Efficiency Analysis using Stata	09.29-10.05.20	VICARP	106,500.00		106,500.00	Lacking target list of participants, activity/narrative report and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-023	38	I 70	Training workshop on productivity and technical efficiency analysis using stata	09.29-10.05.20	VICARP	17,955.00	-	17,955.00	Lacking target list of participants, activity/narrative report and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-023	40	I 71	Joint ViCARP and RRDEN 31st Regional RDE Symposium and 1st Regional PhilARM Convention	11.25-27.2019	VICARP	313,303.75	-	313,303.75	Lacking target list of participants, activity/narrative report and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-029	5	B18	Ugnay Field Validation	03.09-11.2020	VICARP	19,300.00		19,300.00	Lacking activity design, notice of meeting/ office order/ memo authorizing the conduct of the activity, minutes of meeting/activity report and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-030	1	I 81	Continuation of workshop/writeshop for Ugnay Award packaging of accomplishments	03.06.2020	VICARP	7,200.00	-	7,200.00	Lacking activity design and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-030	2	I 81	Workshop for Ugnay Award packaging of accomplishments	03.02.2020	VICARP	1,740.00	-	1,740.00	Lacking activity design and photos of the activity.	IATF	Marites "Mhatet" Catibo
21-030	3	B19	Ugnay Field Validation	03.09.2020	VICARP	10,500.00	-	10,500.00	Lacking activity design, notice of meeting/ office order/ memo authorizing the conduct of the activity, minutes of meeting/activity report and photos of the activity	IATF	Marites "Mhatet" Catibo
21-033	13	G128	Attending PCAARRD Webinar on Food Security Challenges and Opportunities under the new normal	06.30.2020	VICARP	815.00	-	815.00	The claim for snacks during the 2 hours webinar conducted by DOST RO 8 ws deemed unnecessary.	IATF	Marites "Mhatet" Catibo
21-013	34	I43	Google classroom workshop	12.12.2019	VSU Web Team/OVPI	4,200.00	-	4,200.00	Activity Report with pictures	IGF	Patrice Joi Diaz
21-013	35	I43	Google classroom workshop	12.13.2019	VSU Web Team/OVPI	4,200.00	-	4,200.00	Activity Report with pictures	IGF	Patrice Joi Diaz
21-010	39	B3	Cuttings of Sweet Potato & Distribution of Planting Materials	9.11.2020	VSU-ESED, Philrootcrops	2,700.00	-	2,700.00	Duly approved/ signed Activity Design & Activity Completion Report. Notice/ Office Order/ Memo authorizing the activity/ letter of invitations to participants.	RAF	Jiya Mejia
21-011	3	L 12	Monitoring & Area Assessment of Rootcrops Production Area	8.20.2020	VSU-ESED, Philrootcrops	2,170.00	-	2,170.00	Duly signed/ approved completion report, & Activity Design.	RAF	Jiya Mejia
21-011	8	B5	Mentoring & Monitoring of Rootcropd Production Area in Baybay	8.12.2020	VSU-ESED, Philrootcrops	1,300.00	-	1,300.00	Activity Design, Notice of the Meeting/ Activity & Activity Report	RAF	Jiya Mejia
21-011	19	I27	Distribution of Sweet Potato Planting Materials & on-farm Demonstration	8.04.2020	VSU-ESED, Philrootcrops	3,100.00	-	3,100.00	Duly approved/ signed Activity Design & Activity Completion Report with pictures. Notice/ Office Order/ Memo authorizing the activity/ letter of invitations to participants.	RAF	Jiya Mejia
21-028	16	D13	Enumerators Interview	02.24.2020	YRRP-RBME	1,420.00	-	1,420.00	No compliance documents	IATF	Jeah Mae Ebero