

**OFFICE OF THE VICE  
PRESIDENT FOR  
ADMINISTRATION AND  
FINANCE**

**EXCERPT FROM THE APPROVED MINUTES OF THE  
FINANCE COMMITTEE MEETING  
OVPAF-Conference  
April 5, 2024**

The request of Ms. Lynette Cimafranca, Head of DFST for a 1 unit of 4HP standing Airconditioning unit for Laboratory use with an estimated cost of Php 100,000.00 including 2 printers, 2 projectors, microphone and portable speakers, was presented and deliberated. The Finance Committee has decided to approve the request for a 4Hp Airconditioning unit, microphone and portable speakers and be charged to STF Instruction but the printers and LCD projectors should be charged to the project

Certified True and correct:

Edgardo E. Tulin

Chairperson, Finance Committee

Cc: Ms. Lynette Cimafranca  
Head, DFST

May 9, 2024

- called Maam Wilma Napiere to clarify about 'changing to the project statement'
- she said Kadto Kunong mga LGP project sa dept w/c is the FTL.

STF-PD - All