



*Office of the Board Secretary*

LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521 A

Philippines

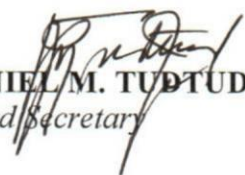
EXCERPTS OF APPROVED MINUTES OF THE  
14<sup>th</sup> LSU Board of Regents Meeting  
02 December 2003 \* CHED Central Office, Pasig City

Use of Income – LSU Isabel Campus

**BOR Resolution No. 81, s. 2003**

Approving the Use of Income from the LSU-Isabel Campus, as  
presented.

Certified True and Correct

  
**DANIEL M. TUDTUD JR.**  
Board Secretary

Board Action: **APPROVED**  
Date: 2 December 2003

Received by: Queenie Otagana

# JUSTIFICATION FOR USE OF INCOME

AGENCY: LEYTE STATE UNIVERSITY - ISABEL CAMPUS

PARTICULARS	OBJECT		JUSTIFICATIONS
	CODE	AMOUNT	
INCOME:			
TUITION FEES AND OTHER INCOME			Of the P 618,905.10 school income for the period from August 1, 2003 to November 10, 2003, 50% will be allotted for the augmentation of MOOE and the other 50% amounting to P309, 452.55 is allocated for instruction.
INSTRUCTION:			
Medical Allowance		192,000.00	From this amount, P192, 000.00 is allocated for Medical Allowance of P4,000.00 each among the 46 permanent faculty and staff and 2 casual employees. This amount is deemed necessary so that these faculty and staff will be obliged to submit themselves for annual medical check-up which is requisite to better performance in their respective line of work.
Stipend		15,000.00	
Printer		9,600.00	
5 Computer Tables		12,500.00	
Chemicals and Supplies		10,000.00	An amount of P15,000.00 is allocated for the stipend of Mrs. Ralin C. Alberca, who has availed of a scholarship leading to the degree of Master of Science in Biology as per approved request dated July 22, 2003.
Books		70,352.55	
MOOE:			
Augmentation of MOOE		309,452.55	The office of the Academic Services Division is in need of one printer, hence, an amount of P9,600.00 is allotted for the purchase of one LQ300+ printer.
Total		618,905.10	Last January 2003, 5 units of computers were purchased for office use. However, there are no computer tables for proper installation and arrangement. Right now these computers are placed in big tables that make the offices look crowded. Hence, an amount of P12,500.00 is needed for the purchase of 5 computer tables.
			This second semester of school year 2003-2004, Biology and Chemistry instructors need chemicals and supplies for their laboratory activities, hence, an amount of P10,000.00 is allocated for this purpose.
			One of the most important resources in any educational institutions are books which are of updated editions. Because of the offering of new programs, the school need to purchase books specifically for Industrial Technology, Education and Engineering. An amount of P70, 352.55 is allocated for this purpose.

Prepared by:

QUEEN EMMERY. ATUPAN  
Accountant I

Approved by:

SERGIO G. TEMPORADA  
Officer-In-Charge/Dean



## JUSTIFICATION FOR USE OF INCOME

**AGENCY: LEYTE STATE UNIVERSITY - ISABEL CAMPUS**

PARTICULARS	OBJECT CODE	AMOUNT	JUSTIFICATIONS
<b>INCOME:</b>			
<b>TUITION FEES AND OTHER         INCOME</b>			From the P 139,264.50 income for June 2003 and July 2003, P69, 632.25 or 50% goes to the augmentation of MOOE and the other 50% goes to instruction.
<b>INSTRUCTION:</b>			Of the P 69, 632.25 for Instruction, P 33, 699.50 was allotted for the expenditures during the 2nd Anniversary of LSU ( for the Ms. LSU candidate, booth construction and travel expenses of some faculty and employees who were participants to the convocation program). An amount of P 8, 190.40 was utilized for LSU-IC College Intrams 2003; P14, 000.00 for students' research for instructional purpose; and the remaining P 13, 742.35 will be utilized for the purchase of floor tiles for the Planning and Development Office.
LSU - Anniversary 2003		33,699.50	
LSU-IC Intramurals 2003		8,190.40	
Student's Research		14,000.00	
Tiles for the Planning & Dev't Office		13,742.35	
<b>MOOE:</b>			
<b>Augmentation of MOOE</b>		69,632.25	
<b>Total</b>		<b>139,264.50</b>	

Prepared by:

**QUEEN-EVER Y. ATUPAN**  
Accountant I

Approved by:

**SERGIO G. TEMPORADA**  
Officer-In-Charge/Dean



**LEYTE STATE UNIVERSITY - ISABEL CAMPUS**  
*INAVS, Isabel Leyte*

**REPORT OF ACTUAL INCOME**

June 1, 2003 to July 31, 2003  
 (IN PESOS)

DEPARTMENT / AGENCY	ACCOUNT DESCRIPTION	JUNE 2003	JULY 2003	TOTAL	REMARKS
SUC - LSU - MAIN CAMPUS  LEYTE STATE UNIVERSITY- ISABEL CAMPUS	Tuition Fees	88,290.50	10,114.00	98,404.50	
	Certification Fees	1,960.00	230.00	2,190.00	
	Transcript of Records	1,635.00	930.00	2,565.00	
	Athletics & Recreation Fees	5,692.00	792.00	6,484.00	
	Library Fees	4,150.00	580.00	4,730.00	
	Registration Fees	3,515.00	490.00	4,005.00	
	Medical/Dental & Lab.Fees	7,240.00	1,020.00	8,260.00	
	Rental	530.00	-	530.00	
	Fines & Penalties	1,120.00	-	1,120.00	
	Other Income fr Sch.Bus.Operations	3,802.50	1,502.50	5,305.00	
	Other Income	4,963.00	708.00	5,671.00	
	<b>Total</b>	<b>122,898.00</b>	<b>16,366.50</b>	<b>139,264.50</b>	

Prepared by:

**QUEEN-EVER Y. ATUPAN**  
 Accountant I

Certified correct:

**SERGIO G. TEMPORADA**  
 Officer -In-Charge/Dean



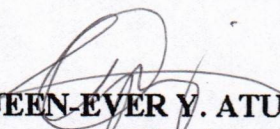
**Republic of the Philippines**  
**LEYTE STATE UNIVERSITY – ISABEL CAMPUS**  
**Isabel Leyte**

**CERTIFICATION**

**TO WHOM IT MAY CONCERN:**

THIS IS TO CERTIFY that the school has available funds from Tuition Fees and Other Income in the amount of **ONE HUNDRED THIRTY NINE THOUSAND TWO HUNDRED SIXTY-FOUR & 50/100 PESOS ONLY (P 139, 264.50)** from June 1, 2003 to July 31, 2003.

Done this 15<sup>th</sup> day of September 2003.

  
**QUEEN-EVER Y. ATUPAN**  
Accountant I



## JUSTIFICATION FOR USE OF INCOME

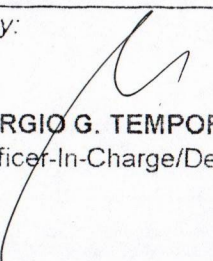
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Prepared by:

  
**QUEEN-EVER Y. ATUPAN**  
 Accountant I

Approved by:

  
**SERGIO G. TEMPORADA**  
 Officer-In-Charge/Dean

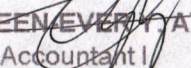


**LEYTE STATE UNIVERSITY - ISABEL CAMPUS**  
*INAVS, Isabel Leyte*

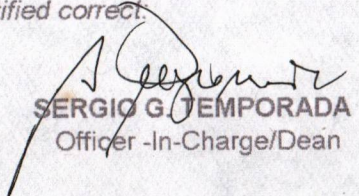
**REPORT OF ACTUAL INCOME**  
 Aug 1, 2003 to November 10, 2003  
 (IN PESOS)

DEPARTMENT / AGENCY	ACCOUNT DESCRIPTION	AUG. 2003	SEPT.2003	OCT.2003	NOV.2003	TOTAL	REMARKS
SUC - LSU - MAIN CAMPUS	Tuition Fees	100,783.00	12,185.50	228,677.00	145,264.00	486,909.50	
	Certification Fees	105.00	290.00	580.00	1,955.00	2,930.00	
LEYTE STATE UNIVERSITY- ISABEL CAMPUS	Transcript of Records	330.00	315.00	720.00	45.00	1,410.00	
	Athletics & Recreation Fees	3,324.00	236.00	5,496.00	11,528.00	20,584.00	
	Library Fees	2,430.00	170.00	3,870.00	8,450.00	14,920.00	
	Registration Fees	2,055.00	145.00	3,345.00	7,135.00	12,680.00	
	Medical/Dental & Lab. Fees	4,260.00	290.00	6,255.00	14,885.00	25,690.00	
	Rental	2,300.00	990.00	4,390.00	200.00	7,880.00	
	Fines & Penalties	30.00				30.00	
	Other Income fr Sch.Bus.Operations	2,941.00	199.00	4,660.00	10,013.00	17,813.00	
	Other Income	9,602.00	10,783.35	1,273.50	6,399.75	28,058.60	
	<b>Total</b>	<b>128,160.00</b>	<b>25,603.85</b>	<b>259,266.50</b>	<b>205,874.75</b>	<b>618,905.10</b>	

Prepared by:

  
**QUEENIE VERA ATUPAN**  
 Accountant I

Certified correct:

  
**SERGIO G. TEMPORADA**  
 Officer -In-Charge/Dean



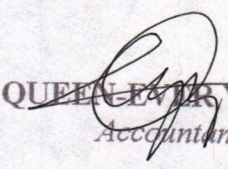
Republic of the Philippines  
LEYTE STATE UNIVERSITY – ISABEL CAMPUS  
Isabel Leyte

**CERTIFICATION**

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that the school has available funds from Tuition Fees and Other Income in the amount of **SIX HUNDRED EIGHTEEN THOUSAND NINE HUNDRED FIVE & 10/100 PESOS ONLY (P 618, 905.10)** from August 1, 2003 to November 10, 2003.

Done this 12<sup>th</sup> day of November 2003.

  
QUEEN LEARY Y. ATUPAN  
Accountant I