



LEYTE STATE UNIVERSITY

6521-A Visca, Baybay, Leyte, Philippines

Office of the Secretary of the University
and of the Board of Regents

EXCERPT FROM THE APPROVED MINUTES OF THE
14th LSU Board of Regents Meeting
2 December 2003 * CHED Central Office, Pasig City

Formal Charges Levelled against
Dr. Celedonia deAsis Palaña et al.

a. *Dr. Celedonia de Asis Palaña*

BOR RESOLUTION NO. 77, s. 2003

Approving the filing of Formal Charges against Dr. Celedonia deAsis Palaña for various offenses relative to OMB-VIS-ADM-99-0151 considering the *prima facie* evidence found against her.

1. Neglect of Duty for granting or securing additional cash advances in violation of Sec. 89 PD 1445. This act constitutes neglect of duty per Sec. 127 of PD 1445. This offense appears also to be committed by Supt. Palaña for allowing a contractual person to collect and disburse funds.
2. Grave Misconduct for charging to the school her personal expenses and for gifts.
3. Conduct Prejudicial to the best interest of the service for delayed remittances of GSIS, BIR, PAG-IBIG premiums by canceling duly issued checks to give way to her own claims.
4. Falsification of Official Documents and Dishonesty for altering official receipts to increase claims by P2,900.00
5. Directly and Indirectly having financial and material interest in a transaction requiring approval of her office and Grave Misconduct for purchasing medicines for personal use having not been accounted for by the Supply Officer and School Nurse and having not been dispensed with the latter.



LEYTE STATE UNIVERSITY

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Office of the President

29 October 2003

ADMINISTRATIVE ORDER NO. 11

Series of 2003

T O: Dr. Celedonia de Asis Palaña

R E: Formal Charge for Various Offenses relative to OMB-VIS-ADM-99-0151

An ad hoc committee was created by this office to review the very bulky documents received by this office relative to OMB-VIS-ADM-99-0151. In order to give you another opportunity to submit additional evidence if any, you are required lately to file another counter-affidavit.

Evaluation of the case based on the report of the ad hoc committee and the allegations in your counter-affidavit show that there is a need to conduct full-blown investigation of the case. Thus, you are hereby **FORMALLY CHARGED** of the following offenses:

- a. Neglect of Duty for granting or securing additional cash advances in violation of Sec. 89 of PD 1445. This act constitutes neglect of duty per Sec. 127 of PD 1445. This offense appears also to be committed by Supt. Palaña for allowing a contractual person to collect and disburse funds.
- b. Grave Misconduct for charging to the school her personal expenses and for gifts.
- c. Conduct Prejudicial to the best interest of the service for delayed remittances of GSIS, BIR, PAG-IBIG premiums by canceling duly issued checks to give way to her own claims.
- d. Falsification of Official Documents and Dishonesty for altering official receipts to increase claims by P2,900.00.
- e. Directly and Indirectly having financial and material interest in a transaction requiring approval of her office and Grave Misconduct for purchasing medicines for personal use having not been accounted for by the Supply Officer and School Nurse and having not been dispensed with the latter.

You are therefore directed to file your Answer thereof under oath within seventy-two (72) hours from receipt hereof. You are advised to please indicate in your answer whether or not

you elect a formal investigation of the charges. Furthermore, please be advised that you are entitled to be assisted by a counsel of your choice.

Attached is a copy of the summary of the COA audit findings and the report of the review committee created by this Office for your perusal.

Please be guided accordingly.


PACIENCIA P. MILAN
President 