



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

USE OF INCOME

Board Resolution No. 25, s. 2004

Approving the Use of Income from the LSU-Isabel campus, Isabel, Leyte, as presented, **PROVIDED THAT** expenses to be incurred in the next Faculty & Staff Sportsfest shall not be charged against College income.

PARTICULARS	AMOUNT	REMARKS
LSU-Isabel Campus <i>For the Period November 11, 2003 to January 31, 2004</i>		From November 11, 2003 to January 31, 2004, the collection of the school's Special Fund reaches to P231,846.25.
A. TUITION FEES AND OTHER SCHOOL FEES		
<u>Instruction</u>		From this amount P115,923.13 or 50% is for instruction. Out of this amount, P58,000.00 is allotted for the Students & Faculty/Staff Development Fund. This is spent in such a way that faculty members and some student leaders are made to attend seminars, workshops, trainings and other activities that would keep them abreast of the recent developments in teaching most particularly in their field of specialization. Aside from attending seminars & trainings, faculty members also need to visit beautiful sceneries/places of which their experiences would be consulted important inputs to instruction.
Students & Faculty Development	58,000	
LSU SPORTSFEST 2003	30,000	
Graduation	18,000	
Construction of Toilet	9,923.13	
<u>MOOE</u>		
Augmentation of MOOE	115,923.12	An amount of 30,000.00 is allocated for the Faculty and Employees' Sportsfest. This activity is a real application of the statement which says "All works and no play makes Jack a dull boy."
TOTAL	231,846.25	Graduation is an indispensable activity of the school since it marks an important milestone for students who have satisfactorily completed all the requirements as prescribed in their respective courses. There are several expenditures for this important affair, hence an amount of P18,000.00 is allotted for this purpose.
		One important facility of the school is the comfort room. It is the vision of the school to provide a permanent comfort room for each classroom. Most classrooms have already their own comfort rooms except the SEF building, DECS building, and the Technology building which are located in the upper campus. Siince these buildings have 10 classrooms, construction of the said comfort rooms will be done on staggered basis. An amount of P9,923.13 is allotted for the construction of 1 comfort

Board Action: APPROVED
Date: 16-Mar-04
Attachment: U


DANIEL M. TUDTUD JR.
Board Secretary

cc: FMO
Budget Office
LSU-Isabel Campus
3/25/04



LEYTE STATE UNIVERSITY

6521-A Visca, Baybay, Leyte, Philippines

Office of the University President

16 March 2004

The Honorable Chairman and
Members of the LSU Board of Regents


Ladies/Gentlemen:

Pursuant to COA Circular No. 2000-02, I respectfully submit the proposed utilization of income of the Leyte State University including its satellite campuses.

In support of the above proposal, I am attaching the item-by-item justification and the certifications of the actual income collected and deposited with the authorized depository bank.

I am, therefore, requesting **FOR APPROVAL** of our special budgets.

Very truly yours,


PACIENCIA P. MILAN
President

BOARD ACTION : _____
DATE : 16 March 2004

LEYTE STATE UNIVERSITY

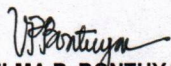
Visca, Baybay, Leyte

RECAPITULATION OF BUDGET PROPOSALS


Utilization of Income (COA Circular No. 2002-02)

Particulars	LSU-Main Campus	Isabel Campus	Villaba Campus	Alang-alang Campus	Tolosa Campus	Total
I. SOURCE OF INCOME						
Tuition Fees & Other Fees	4,108,302.41	214,964.50		196,772.50	118,013.56	4,638,052.97
Income from Other Services	2,286,829.54	3,220.00		33,422.95		2,323,472.49
Income from Business Operations	140,197.50	11,261.25	90,000.00	32,539.51		273,998.26
Other Income	619,821.58	2,400.50		3,699.24		625,921.32
Total Actual Deposits	7,155,151.03	231,846.25	90,000.00	266,434.20	118,013.56	7,861,445.04
II. PROJECTED EXPENSES						
A. TUITION AND OTHER FEES						
Instruction Use/Augmentation						
Personal Services	10,875.00			4,845.00		15,720.00
Maintenance and Other Operating Expenses	2,497,620.00	231,846.25		201,550.23	118,013.56	3,049,030.04
Capital/Equipment Outlay	814,413.00					814,413.00
Sub-total	3,322,908.00	231,846.25	-	206,395.23	118,013.56	3,879,163.04
B. INCOME FROM BUSINESS OPERATIONS AND OTHER SERVICES						
Personal Services	62,981.00					62,981.00
Maintenance and Other Operating Expenses	1,504,847.00		90,000.00			1,594,847.00
Capital/Equipment Outlay	177,900.00					177,900.00
Sub-total	1,745,728.00	-	90,000.00	-	-	1,835,728.00
Total Projected Expenses	5,068,636.00	231,846.25	90,000.00	206,395.23	118,013.56	5,714,891.04

Submitted by:


VELMA P. BONTUYAN
 Budget Officer

Concurred by:


PACIENCIA P. MILAN
 President

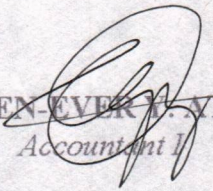
Republic of the Philippines
LEYTE STATE UNIVERSITY – ISABEL CAMPUS
Isabel Leyte

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 **TWO HUNDRED THIRTY ONE THOUSAND EIGHT HUNDRED FOURTY-SIX & 25/100 PESOS ONLY (P 231, 846.25)** from November 11, 2003 to January 31, 2004.

Done this 3rd day of March 2004.


QUEEN EVER C. ATUPAN
Accountant I

LEYTE STATE UNIVERSITY - ISABEL CAMPUS

INAVS, Isabel Leyte

REPORT OF ACTUAL INCOME

November 11, 2003 to January 31, 2003

(IN PESOS)

DEPARTMENT / AGENCY	ACCOUNT DESCRIPTION	NOV.11-30, 2003	DEC 2003	JAN 2004	TOTAL	REMARKS
SUC - LSU - MAIN CAMPUS LEYTE STATE UNIVERSITY- ISABEL CAMPUS	Tuition Fees	40,396.50	10,754.00	138,639.00	189,789.50	
	Certification Fees	1,155.00	1,305.00	310.00	2,770.00	
	Transcript of Records	45.00	290.00	445.00	780.00	
	Athletics & Recreation Fees	3,440.00	552.00	2,708.00	6,700.00	
	Library Fees	2,580.00	400.00	1,940.00	4,920.00	
	Registration Fees	2,125.00	340.00	1,640.00	4,105.00	
	Medical/Dental & Lab.Fees	4,705.00	690.00	3,275.00	8,670.00	
	Rental	200.00	630.00		830.00	
	Fines & Penalties			450.00	450.00	
	Other Income fr Sch.Bus.Operations	2,895.00	6,068.25	2,298.00	11,261.25	
	Other Income	828.50	528.00	214.00	1,570.50	
	Total	58,370.00	21,557.25	151,919.00	231,846.25	

Prepared by:

QUEEN-EVER Y. ATUPAN
Accountant

Certified correct:

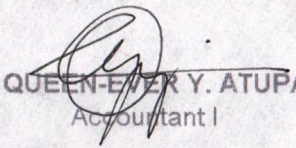
SERGIO G. TEMPORADA
Officer -In-Charge/Dean

JUSTIFICATION FOR USE OF INCOME

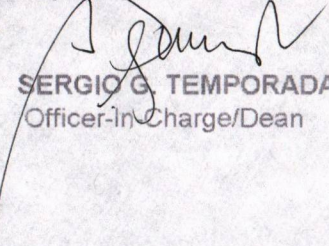
AGENCY: LEYTE STATE UNIVERSITY - ISABEL CAMPUS

PARTICULARS	OBJECT CODE	AMOUNT	JUSTIFICATIONS
INCOME:			
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QUEEN-EVER Y. ATUPAN
 Accountant I

Approved by:


SERGIO G. TEMPORADA
 Officer-In-Charge/Dean