OFFICE OF THE PRESIDENT

February 1, 2017

MS. MARGARITA LABUAC COA, Audit Team Leader

Madam:

We respectfully submit herewith the Financial Accountability Reports of Special Trust Fund of the Institute for the year ended December 31, 2016 to wit:

- 1. Summary of Approved Budget, Utilization, Disbursement and Balances by Object of Expenditures (FAR No. 2-A)
 2. Statement of Approved Budget, Utilization, Disbursement and Balances (FAR No. 2)

- 3. Aging of Due and Demandable Obligations (FAR No. 3)
 4. Quarterly Report of Revenue and Other Receipts (FAR No. 5)

Thank you.

Very truly yours,

President