



Republic of the Philippines  
**North Eastern Mindanao State University**

**MEMORANDUM FROM THE OFFICE OF THE PRESIDENT**

No. D311, s. 2025

**TO:** Vice Presidents  
Campus Directors  
Budget Office III  
Administrative Officer V (Procurement Officer)  
Campus Budget Officers  
Campus Procurement Officers  
All others concerned

**DATE:** August 27, 2025

**SUBJECT:** PRESENTATION OF THE REVISED PROGRAM OF RECEIPTS & EXPENDITURES (PRE)



Greetings of peace and solidarity.

In preparation for the upcoming budget for the next fiscal year, all Campus Directors, along with their respective Budget Officers and Procurement Officers, are hereby directed to collaborate in revising the Program of Receipts and Expenditures (PRE) to consider the unique needs of each campus. This revision aims to ensure that the proposed budgets and expenditures accurately reflect the specific requirements and priorities of each campus, while also aligning with the university's overall strategic goals for the year.

Campuses should consider in their revised PREs, the following priorities, but not limited to:

- Cantilan- Food Innovation Center
- Tandag- Furnitures & Fixtures for Library
- Cagwait- Access Road Widening
- San Miguel- Upgrading of Internet Connectivity for Employees & Students
- Tagbina- Repair/Rehabilitation of Academic Buildings
- Liang- Library
- Bislig- Access Road Concreting

Please ensure that the revised PRE accurately reflects the operational needs, program requirements, and any updates from the latest institutional directives. The updated PRE should include all necessary adjustments and be submitted for review in preparation for the upcoming discussions.

A presentation of the revised PRE for each campus will take place on **Friday, August 29, 2025, at 9:00 AM** at the **Board Room, 2nd Floor, Administration Building, Tandag Campus**. Kindly prepare the necessary materials and be ready to present your respective campus' updated budget for discussion.

Morning snacks and lunch will be provided. Transportation and travel expenses shall be charged against available campus funds.

Attendance confirmation is required through this link: [bit.ly/3HKoQD6](https://bit.ly/3HKoQD6)




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Participants to this activity are the Vice Presidents, Campus Directors, Budget Officer III, Administrative Officer V (Procurement Officer, Campus Budget Officers, and Campus Procurement Officers.

Thank you for your cooperation and commitment to ensuring that our financial planning processes are well-aligned with NEMSU's operational needs. Should you have any questions or require assistance, please do not hesitate to contact the Office of the University President.

**For strict compliance.**

For the grassroots and in the spirit of vibrant leadership,

  
Digitally signed  
by Loayon  
Nemesisio  
Gallardo  
Date:  
2025.08.27  
**NEMESIO G. LOAYON**  
SUC President III