



Republic of the Philippines
Unified Student Financial Assistance System for Tertiary Education

Ground Floor, Bldg. E, UP Ayala Land Technohub Complex, Commonwealth Ave. Diliman Quezon City
 Email: unifastsecretariat@ched.gov.ph



**MEMORANDUM FROM THE OFFICE OF THE EXECUTIVE DIRECTOR
 TES-05-2020**

For : **ALL PRESIDENTS AND OFFICERS-IN-CHARGE**
 State Universities and Colleges and
 CHED-Recognized Local Universities and Colleges

From : *Carmelita Yadao Sison*
ATTY. CARMELITA YADAO-SISON MNSA, Ph.D.
 OIC Executive Director IV

Subject : **REMINDING ALL CONCERNED STATE UNIVERSITIES AND COLLEGES (SUCs) AND CHED-RECOGNIZED LOCAL UNIVERSITIES AND COLLEGES (LUCs) WITH COMPLIANCE ISSUES PERTAINING TO THE LIQUIDATION REPORTS ON TERTIARY EDUCATION SUBSIDY (TES) DISBURSEMENT IN AY 2018-2019 TO SUBMIT THE NECESSARY SUPPORTING DOCUMENTS IN COMPLIANCE WITH THE LIQUIDATION REQUIREMENTS UNDER THE GENERAL ACCOUNTING RULES AND REGULATIONS**

Date : 24 January 2020

This has reference to the initial assessment and validation on the Liquidation Reports on TES disbursement in AY 2018-2019 that your Institution endorsed to the UniFAST Secretariat in compliance with general accounting rules and regulations.

As per records of the UniFAST Secretariat pertaining to the result of the initial assessment and validation of the liquidation reports on TES disbursement submitted by SUCs and CHED-recognized LUCs to UniFAST. Below is a matrix on the status of submission and the results of the initial assessment and validation of the liquidation reports submitted by various public HEIs with TES grants in AY 2018-2019:

Type of Public HEI	Submission Status		Validation Status on the Liquidation Reports	
	Submitted	Not Submitted	Processed but with compliance issues	Endorsed to CHED-Administrative, Financial and Management Service for Pre-Audit
SUC	110	2	94	16
LUC	59	3	49	10

In this regard, there is urgent need to address the compliance issues relative to the liquidation reports. The UniFAST Secretariat urgently requests all concerned public HEIs to **submit the necessary supporting documents in connection with the disbursement of the Tertiary Education Subsidy in AY 2018-2019 on or before February 10, 2020.**

Further, please be reminded that failure to comply with the liquidation requirements may result to deferment in the receipt by SUCs or CHED-recognized LUCs of the TES benefits of their students in AY 2019-2020 when the said grants become ready and available for release.

For immediate and appropriate action please.

Cc: **Dr. J. Prospero E. De Vera III**
 Chairman, Commission on Higher Education
 and the UniFAST Governing Board

