



September 04, 2023

Dr. Victor B. Asio

Dean, College of Agriculture and Food Science
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Asio,


Greetings from the Institute of Tropical Ecology and Environmental Management!

We would like to ask for your permission to allow us to use the following room during its respective schedule for the first semester of the Academic Year 2023-2024.

Room	Schedule	Subject
PSB-CAFS03	MTh 11:30-01:00	Envi 11 – Environmental Science

We are hoping for your positive response on this matter. Thank you and God bless!

Very truly yours,


JANNELLE G. ASOMBRADO
Part-time Instructor, ITEEM

Noted:


ELIZA D. ESPINOSA
Director, ITEEM

Approved:

VICTOR B. ASIO
Dean, CAFS