



October 5, 2020

DR. WILLIAM DAR

Secretary, Department of Agriculture
Elliptical Road cor. Visayas Avenue
Diliman, Quezon City, Philippines

Dear Sir:

Greetings!

This is with reference to the project entitled "Climate-Risk Vulnerability Assessment (CRVA) projects in DA-RFO 8 - Eastern Visayas provinces" a research funded by the Department of Agriculture. During the course of project implementation, the project leader requested for three realignments which was all approved by the University President, Dr Edgardo E. Tulin. The Commission of Audit, however, upon submission of the financial reports, required a formal approval from the funding agency of the three realignments mentioned. In this connection, may we therefore request for your approval of the three VSU president-approved realignments.

Attached please find the pertinent documents related to the project such the project MOA, the three VSU President-approved realignments, the project financial reports and other pertinent documents.

Thank you very much and hoping for your affirmative reply on this request.

Very truly yours,

PASTOR P. GARCIA, PhD

Project Leader

Endorsed by:

EDGARDO E. TULIN, PhD

VSU President