



October 12, 2022

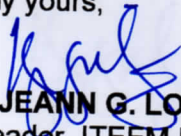
Dr. Edgardo E. Tulin
President
Visayas State University
Visca, Baybay City, Leyte

Dear *Dr. Tulin*,


I would like to request for Petty Cash in the amount of Php5,000.00, charged to Eco-SAP funds (VSU IP 2021.9), to purchase bamboo poles. These bamboo poles will be mounted as a scaffold around the *Aquilaria* tree at the project site in Abuyog, Leyte in preparation for the phenological study in November 2022.

Thank you very much for your continued support, and am looking forward to your favorable action on my request.

Very truly yours,


KLEER JEANN G. LONGATANG
Study Leader, ITEEM Eco-SAP

Noted:


ELIZA D. ESPINOSA
Director, ITEEM

Approved:

EDGARDO E. TULIN
President