



June 10, 2022

PROF. MAGDALENE C. UNAJO

Head

Department of Computer Science and Technology

Visayas State University

Thru:

DIONESIO I. ESTUPA

DCST, Computer Technician

Dear *Prof. Unajo*:

I would like to request the repair of Department of Soil Science computer – CPU.
The repair may include checking of power supply.

May this request merit your kind consideration and positive action.

Thank you.

Very truly yours,


SUZETTE B. LINA

Head, Department of Soil Science

Conforme:

DIONESIO I. ESTUPA

DCST, Computer Technician

Approved by:

MAGDALENE C. UNAJO

Head, DCST