



June 17, 2022

DIR. ANGEL C. ENRIQUEZ, CESO III

Regional Executive Director (RED)

Department of Agriculture Regional Field Operations VIII (DARPO 8)

Kanhuraw Hill, Tacloban City

Thru: **Dr. Elvira C. Torres**

RTD for Research and Regulation

DARFO 8, Kanhuraw Hill, Tacloban City

Dear Director Enriquez:

This has reference to the final completion of the DA commissioned project entitled “**Extension Support, Education and Training Services** and four (4) **On-farm Research**” funded under the **Yolanda Rehabilitation and Reconstruction Program (YRRP)** and implemented by Visayas State University. As a matter of update, may we inform your office that the entire project is now packaging the terminal reports of physical accomplishments and the audited terminal financial reports of the project. The write-ups and the narratives of the physical accomplishments will be forwarded to your office anytime soon as we are finalizing all reports already. In fact, we have sent thru Mr. Rolando Hipe an initial reconciliatory matrix of accomplishments as embodied in the original Work and Financial Plan (WFP) of the project.

It is on the generation of the audited financial reports (FR) that we are dealing with some administrative details that need to be rectified in order to proceed with the auditing process. As you maybe are aware, we have a couple of expenditure realignment of the project, which was duly approved by our chief accountant and the VSU President, following a standard guideline on realigning items of the budget. But when we finally process for the financial liquidation, the audited FR cannot be completed without a written concurrence from the funding donor that such a realignment was properly communicated to the source of funds.

It is on this basis that I am writing this request to seek for your written official concurrence regarding the consistency of our realignment of some relevant items of the project budget. Attached herein is the summary of all budgetary realignments, done across the various components of the project duly signed by our Chief Accountant of VSU.

Thank you very much and hoping for your kind understanding.

Respectfully,

ANTONIO P. ABAMO, PH.D.

Director for Extension and YRRP Project Coordinator

VSU, Visca, Baybay City, Leyte

Noted:

EDGARDO E. TULIN, PH.D.

University President

VSU, Visca, Baybay City, Leyte