



DEPARTMENT OF METEOROLOGY

1/F Annex Engineering Building Visca Baybay City, Leyte, PHILIPPINES Phone: +63 53 565 0600 local 1106 Email: meteorology@vsu.edu.ph Website: www.vsu.edu.ph

11 August 2022

LUCILYN L. TABROSA Accounting Office VSU

Dear Ms. Tabrosa,

Greetings.

Submitting herewith our document for reimbursement with its supporting of the Webinar on Typhoon and Flood Awareness on June 29, 2022 hosted by the Department of Meteorology. Our request for cash advance for this said event was received by your office after the activities has been made, thus, we are advised for reimbursement.

Very truly yours,

LORNA B. ABAMO dDRC, Department of Meteorology

Noted by:

CHARLIE S. ANDAN
Head, Department of Meteorology

