



14 June 2022

**DR. EDGARDO E. TULIN**

President

Visayas State University

Dear Dr. Tulin:

Dr. Mannylen A. Merioles and I attended the "Abaca Virus Detection Training" on May 16-20, 2022 at PhilFIDA Biotech Building, Quezon City. The training was one of the highlights of PhilFIDA's project entitled "DA-Biotech C-2005: Enhancing Capability on Virus Detection and Propagation (Micro- and Macro-) for SUCs for a More Effective and Efficient Disease Management in Abaca." Since project covered the airfare and accommodation of the participants, PhilFIDA needed our original copy of the approved Travel Order and Travel Itinerary for them to liquidate training expenses. Thus, we gave the original documents to them and kept the duplicate for ourselves.

Upon our return to VSU, we would like to process a reimbursement of travel per diem as it was not paid by PhilFIDA (please see attached certification). However, our Accounting Office required us to attach the original signed TO, hence we are processing again our TO for your signature. We apologize for this inconvenience and will make sure this will not happen again.

Hoping for your kind consideration. Thank you very much.

Sincerely yours,

  
**ROBELYN T. PIAMONTE**  
Director, NARC