



October 5, 2020

DR. WILLIAM DAR

Secretary, Department of Agriculture
Elliptical Road cor. Visayas Avenue
Diliman, Quezon City, Philippines

Dear Sir:

Greetings!

This is with reference to the project entitled "Climate-Risk Vulnerability Assessment (CRVA) projects in DA-RFO 8 - Eastern Visayas provinces" a research funded by the Department of Agriculture Central Funds with a total amount of PhP7.5Million with two components namely CRVA in DA-RFO8 - Eastern Visayas (PhP4Million) and Capacity building for DA-RFOs nationwide (PhP3.5Million).

During the course of project implementation of the CRVA component, the project leader requested for three realignments which were all approved by the University President, Dr Edgardo E. Tulin. The Commission of Audit, however, upon submission of the financial reports, required a formal approval from the funding agency of the three realignments mentioned. In this connection, may we therefore request for your approval of the three VSU president-approved realignments.

Attached please find the pertinent documents related to the project such the project MOA, the copy of the voucher, the three VSU President-approved realignments, and the project financial reports for your perusal and reference.

Thank you very much and hoping for your affirmative reply on this request.

Very truly yours,


PASTOR P. GARCIA, PhD
Project Leader

Endorsed by:

EDGARDO E. TULIN, PhD
VSU President