



**VISAYAS**  
STATE UNIVERSITY

## ECOLOGICAL FARM RESOURCES AND MANAGEMENT INSTITUTE

15 May 2023

**Dr. Edgardo E. Tulin**  
President  
Visayas State University  
Visca, Baybay City, Leyte

Thru: **Dr. Daniel Leslie S. Tan**  
Chairman, NAPB

Dear **Dr. Tulin**:

This is to recommend the following personnel from the Ecological Farm Resources and Management Institute (Eco-FARMI) to attend the scheduled training to be conducted by the Personnel Officers Association of the Philippines (POAP), a CSC Accredited Learning and Development Institution. The training aims to help our administrative personnel in coping with the new work situations in the new environment and it is expected that each participant is capacitated with knowledge and skills, competencies, motivation and job satisfaction in their respective workplace. The following personnel with their respective title of training, date, and venue are as follows:

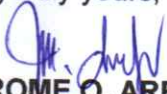
Name of Personnel	Title of Training	Date	Venue
1. Reynante G. Macapanas	Personality Development and Development of Customer Satisfaction	June 13-16, 2023	A&A Plaza Hotel, Puerto Princesa City, Palawan
2. Gelberto Valdevieso	Personality Development and Development Customer Satisfaction	June 13-16, 2023	A&A Plaza Hotel, Puerto Princesa City, Palawan
3. Odelo B. Baldos	Problem Solving and Decision-Making	July 25-28, 2023	Bohol Shore's Resort Hotel Tagbilaran City

The above-named personnel have not yet attended any training related to their respective assignments in which these identified trainings will further enhance their capabilities in performing their respective duties and responsibilities.

Hoping for your favorable action to this request.

Thank you very much.

Very truly yours,

  
**JEROME O. ARRIBADO**  
Director, Eco-FARMI

Recommending Approval:

**DANIEL LESLIE S. TAN**  
Chairman, NAPB  
Vice President for Administration and Finance

Approved:

**EDGARDO E. TULIN**  
President