



May 16, 2023

Dr. Analyn M. Mazo

Head, Department of Biological Sciences
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Mazo

Greetings from the Institute of Tropical Ecology and Environmental Management!

In accordance with the Memorandum of Agreement between the Philippine Associated Smelting and Refining (PASAR) Corporation and Visayas State University (through ITEEM), PASAR Corp has requested for the annual ecological assessment under the project "**Marine Flora and Fauna in the Vicinity of the Philippine Associated Smelting and Refining (PASAR) Corporation, Brgy. Libertad, Isabel, Leyte**" as part of their requirements for the continuation of their operations. Similar with the previous years, we are once again requesting to borrow some of your equipment for the upcoming assessment, supposedly on May 19-21, 2023. Below is the list of the equipment that we would like to borrow.

Sedgewick Rafter w/ Cover	Compound Light Microscope	AmScope w/ Attachments
Lugol's Solution	AquaLung Wetsuit (M) – 2 pcs	Aqua Lung Wetsuit (S)

Rest assured, most of the research personnel who will be using the borrowed equipment are alumni from the BS program in your department – who will surely treat your equipment with utmost care. We are hoping for your positive response regarding our request.

Thank you and God bless!

Yours truly,

ELIZA D. ESPINOSA

Project Leader, PASAR Marine Assessment
Director, ITEEM

Recommending Approval:

RUTHLENE S. VALENZONA

Lab In-Charge, DBS

Approved:

ANALYN M. MAZO

Head, DBS