



VISAYAS
STATE UNIVERSITY



National Abaca Research Center

Visca, Baybay City, Leyte, PHILIPPINES
Telephone: 053-525-0140-1058
Mobile cp#09190973688
Email: rbarmecin@vsu.edu.ph
Website: www.vsu.edu.ph

January 24, 2023

Dr. Edgardo E. Tulin
President
VSU, Baybay, Leyte

Dear Dr. Tulin:

Please allow us to petty cash in the amount of Five Thousand Pesos (P5,000.00) charge to NARC A.III.c. The said amount will be used to purchase spare parts for the maintenance of NARC vehicle.

Hoping for your kind consideration of this request.

Thank you.

Very truly yours,

MIKE B. PAUSANOS
Driver

Noted:

ROMEL B. ARMECIN
Director, NARC

APPROVED:

EDGARDO E. TULIN
President



Management System
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Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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FM-VSU-03
v0 05-04-2020
No. 23-DM-76