

April 8, 2025

**JAMES A. PATINDOL, PhD.**

Head, Central Analytical Services Laboratory (CASL)  
PhilRootcrops, Visayas State University  
Baybay City, Leyte

Dear **Dr. Patindol**,

Isang makakalikasang pagbati from the Institute of Tropical Ecology and Environmental Science (ITEES)!

As part of our ongoing discussion in **Envi 118 – Environmental Monitoring**, a course for our Bachelor of Science in Environmental Science (BSES) students, we are keen to enhance our practical understanding of the techniques and instruments used in soil and water sample analysis. In this regard, we kindly request your permission to conduct a guided tour of the Central Analytical Services Laboratory. The objective of the visit is to provide students with exposure to real-world laboratory practices, including analytical methods, sample preparation, quality control measures, and instrument handling relevant to soil and water monitoring. We hope to visit either on **April 15, April 22, or April 29**. We assure you that all necessary protocols and guidelines will be followed during the visit.

Thank you for considering our request. We believe this tour would greatly enrich the students' learning experience and reinforce the theoretical aspects of our coursework. We look forward to your favorable response.

We hope to receive a positive response to this request. Thank you, and More power!

Sincerely,

**KIT FELIAN C. TENIO, MSc.**

Instructor - Envi 118

Noted by:

Approved by:

**TEOFANES A. PATINDOL, PhD.**

Director, ITEES

**JAMES A. PATINDOL, PhD.**

Head, CASL





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



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