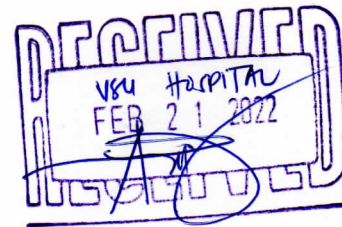




February 20, 2022

**Dr. EDGARDO E. TULIN**  
President  
Visayas State University  
Visca, Baybay City, Leyte



Dear Dr. Tulin;

The Nagoya University (NU), Nagoya, Japan, granted another set of laboratory equipment we requested for the proposed VSU-ISTAS Forestry and Ecological Modeling study. The set of equipment are the Micro-weather station (6163 M), Drone (Phantom 4 RTK Quadcopter), and the Spin down centrifuge. The **SciGate Technology Corp.** (equipment supplier) will deliver these equipment on February 21-24, 2022 at VSU. In addition, staff from SciGate main office in San Juan City, Metro Manila, namely: **Mr. Michael Dave B. Arcega**, **Mr. Onnel E. Taneo**, and **Mr. Winston Sia**, will facilitate the delivery, conduct hands-on training, installation, and testing of the equipment at the Terrestrial Ecosystems Division of the Institute of Tropical Ecology and Environmental Management (TED-ITEEM). Below, is the itinerary of activities of SciGate staff, including arrival and departure date at and from VSU.

**21 Feb. (Monday)**

- Arrival of Mr. Michael Dave B. Arcega & Mr. Onnel Taneo at VSU (around noon)
- Check the place (TED-ITEEM) where the Weather Station will be installed

**22 Feb. (Tuesday)**

- Delivery, installation, and commissioning of Weather Station at TED-ITEEM

**23 Feb. (Wednesday)**

- Training of Weather Station at TED-ITEEM and Mr. Sia will arrive at VSU between 7-8 pm

**24 Feb. (Thursday)**

- Mr. Sia and Mr. Taneo will conduct the Drone set-up and hands-on training, 8 am-12 noon.
- SciGate team will leave VSU at around 12-1:00 pm to Tacloban City

In this connection, I would like to request that your office allows SciGate staff to conduct the abovementioned activities at the TED-ITEEM and stay inside (at the Apartelle) of the campus for their accommodation. Rest assured that they will follow the COVID-19 health protocols and will not be in direct contact with our ITEEM-TED staff during the conduct of the activities.

Thank you very much for your continued support.

Very truly yours,

**JIMMY O. POGOSA**

Instructor, ITEEM/VSU-ISTAS Forestry and Ecological Modeling In-charge

Noted:

**ELIZA D. ESPINOSA**  
Director, ITEEM

Approved:

**EDGARDO E. TULIN**  
President

*Request that a security guard be posted to the campus, 19 Regional Antiquities to*

cc. Chief VSU Security, Head VSU Hospital

