



May 17, 2022

**PROF. MAGDALENE C. UNAJOAN**

Head

Dept. of Computer Science and Technology

Visayas State University

**Dear Prof. Unajan:**

I am writing to request the repair of the DOST-PAGASA Agromet Station desktop computer. The repair includes the reinstalment of a new operating system and other relevant hardware clean up. This request is coursed through the DMet's partnership with DOST-PAGASA under Project Agrometeorology Data Acquisition and Network (ADAN). The desktop computer is vital to the function of the station in recording and archiving of observed data necessary for operational weather forecasting.

May this request merit your kind consideration and positive action. Thank you.

Very truly yours,

**RAYMOND JESS G. GOLIAT**

Project Leader, Project ADAN

Endorsed by:

**CHARLIE S. ANDAN**

Head, DMet

Approved by:

**MAGDALENE C. UNAJOAN**

Head, DCST