



February 9, 2023

Prof. Rosa Ophelia D. Velarde
Director for Research
Visayas State University
Visca, Baybay City, Leyte

Dear Ma'am,

Greetings from the Ecological Farm and Resource Management Institute (Eco-FARMI)!

The Eco-FARMI has an active demonstration farm located inside the Visayas State University (VSU) campus. One of our tasks is to disseminate information and technologies on various agricultural practices through our extension program. Most of our Institute's budget has aligned to a more prioritized agenda. However, we have three (3) concrete ponds with potential in Tilapia production. In connection to this, we would like utilize these ponds and request your good office if we can freely ask and avail your Tilapia fingerlings. We are also willing to give data such as total feeds given, total feeds expense, total number of Tilapia harvested, and total weights of harvested Tilapia.

Thank you so much and we hope your favorable response.

Respectfully yours,

JEROME O. ARRIBADO
Director, Eco-FARMI

Approved by:

ROSA OPHELIA D. VELARDE
Director for Research