



March 15, 2022

**DR. EDGARDO E. TULIN**

President

Visayas State University  
Visca, Baybay City, Leyte

Dear Sir,

This is to request for travel and use of the "Tuyok" vehicle to bring our guests Ms. Antoinette Taus and company to Canigao Island, Matalom, Leyte on March 18, 2022, as part of their itinerary for the MOU signing and inaugural mangrove planting. The purpose of the visit is to make a video documentation of the environmental activities in the small island as part of her program being a UNEP Ambassador of Goodwill. The use of the vehicle will save us fuel as it can carry greater number of passengers who will be part of the documentation process.

Hoping for your favorable consideration and reply.

Sincerely yours,

  
**EDUARDO O. MANGAOANG, PhD**  
Professor and Director

Approved by:

**EDGARDO E. TULIN**  
President