



April 7, 2022

**DR. DILBERTO O. FERRAREN**

*VP for PRGAS & Chairperson, IGP-BOM*

Visayas State University

Visca, Baybay City, Leyte

**Dear Dr. Ferraren:**

The copra contractors of VSU coconut plantation started processing matured coconut for copra production. As of this date IGP 6.3 (Coco Non-food) have no available funds to pay the contractors' share of the processed copra.

In this connection, we would like to borrow an amount of **TWO HUNDRED THOUSAND PESOS ONLY (Php 200,000.00)** from **IGP-CBU** to be used as an initial funds for the payment of the contractors' share. Requesting further, that the said amount be transferred to IGP 6.3 (Coco Non-food), so that the undersigned can easily monitor the availability of funds. Rest assured that the borrowed amount will be returned immediately once the copra processed by the contractors is sold.

Hoping for your favorable response on this request. Thank you very much for your unending support. More power and God bless.

Very truly yours,

  
**JEREMIAS S. VESTRA**

*Project Manager, IGP 6.3 (Coco Non-Food)*

Endorsed by:

**MARISEL A. LEORNA, Ph.D**

*Director, NCRC-Visayas*

Certified funds available:

**NICK FREDDY R. BELLO**

*OIC-Head Accounting Office*

Approved:

**DILBERTO O. FERRAREN, Ph.D**  
*VP for PRGAS & Chairperson, IGP-BOM*