



## **DEPARTMENT OF BIOLOGICAL SCIENCES**

Visca, Baybay City, Leyte, 6521-A PHILIPPINES Phone: +63 53 563-7536; local 1019

Email: dbs@vsu.edu.ph Website: www.vsu.edu.ph

May 02, 2022

Dr. Edgardo E. Tulin President Visayas State University Visca, Baybay City, Leyte

Dear Dr. Tulin:

Please allow us to Cash Advance Petty Cash Fund in the amount of FIVE THOUSAND PESOS (5,000) for the purchase of additional supplies and materials for the project chargeable to 101TF20201050-10.6.22.

Hoping for your positive response. Thank you very much.

Respectfully yours,

RIS MENOEL R. MODINA Project Leader

Noted:

ANALYN M. MAZO Head, DBS

Recommended Approval:

DANIEL LESLIE S. TAN OIC 5/4/W Vice-President for Admin. & Finance

Approved:



Vision: Mission:

A globally competitive university for science, technology, and environmental conservation. Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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