



December 9, 2021

Dr. Luz O. Moreno
Lead Auditor
Quality Assurance Center
Visayas State University


Dear Dr. Moreno:


Good day!

This is to acknowledge receipt with thanks the Report for Non-compliances and the General Observation and Opportunities for Improvement List of the National Coconut Research Center during the 3rd Internal Audit conducted on September 27, 2021. We would like to inform you that we discussed our NCs and OFIs in our meeting last November 15, 2021. Then, we submitted to VSU QAC team our corrective action based on NCs and OFIs findings through email on December 1, 2021. On December 6, 2021, during our monthly meeting, the minutes that includes this concern was read, corrected, and approved by the Center Faculty and Staff. On December 7, 2021, the approved minutes was sent to QAC team through email with the Report for Corrective Action (RFCA). Hence the reason for the delay of our submission, our sincere apology.

Thank you for your consideration and continued support.

Sincerely yours,


MARISEL A. LEORNA
Director


ANTONIO Y. ABAYABAY
dDRC