



30 March 2022

**DR. EDGARDO E. TULIN**  
University President  
Visayas State University  
Baybay City, Leyte, Philippines

**Dear Dr. Tulin;**

Greetings!

I hope this letter finds you well. I am writing to ask permission for the conduct of an extension meeting/planning-workshop here at ADE 215, Department of Business and Management on April 2, 2022 from 8:00 AM – 4:00PM, together with Bunga Women's Association (BUWA), and the barangay officials; our immediate beneficiary of the entrepreneurial development project initiated by Department of Business and Management. This planning-workshop will serve as a kick-off activity for the succeeding activities scheduled under the said extension project. The following are the names of the members of BUWA, and the barangay council who will be invited for the upcoming meeting/planning workshop;

**BUWA Members, Brgy. Bunga:      Barangay Council, Brgy. Bunga:**

1. Anamelle M. Bantaculo
2. Juliet B. Avila
3. Ma. Teresa N. Jaca
4. Radiza E. Nayre
5. Katherine L. Rosal
6. Filipina R. Ejada
7. Judith L. Suringa
8. Mhelisol S. Lloveras
9. Dolores E. Castañias
10. Jorlita R. Morales
11. Teresita Baldejera
12. Generosa R. Castañias
13. Lenybe Vibas
14. Yolly P. Solano
15. Lorna B. Caintic

1. Prisco B. Macariola – Kag. on Social Services
2. Julian B. Macariola – Kag. on Education
3. Adrian Real – SK President

**GAD – Baybay City:**

1. Flori Mae Alpar
2. Lily Mae Bantilan
3. Lilibeth Brezo

**Gawad Kalinga – Leyte, Ormoc City:**

1. Ricardo Igot
2. Andres Parrilla III

Rest assured that all health protocols (wearing of face mask, social distancing, presentation of vaccination card) during the said meeting will be strictly exercised. Looking forward for a positive response from you.

Thank you, and let us all be safe.

Sincerely yours,



**Bryan R. Gapasin**  
Extension Project Leader  
DBM, Entrepreneurial Development Project  
Visayas State University