



VISAYAS
STATE UNIVERSITY



**RENEWABLE ENERGY
RESEARCH CENTER**

Visca, Baybay City, Leyte, PHILIPPINES

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07 June 2022

DR. EDGARDO E. TULIN

President

Visayas State University

Baybay City, Leyte

THRU: **DR. DANIEL LESLIE S. TAN**

Vice President for Administration and Finance

Visayas State University

Dear **Dr. Tulin**:

I would like to request permission to make a cash advance in the amount of **Five Thousand Pesos Only (P 5,000.00)** to be used as petty cash for the implementation of the Project entitled: *"Bioenergy Generation from Agricultural Wastes, Seaweeds, Aquatic Weeds, Algae, Cellulosic Materials, and Plant Oils for Climate Change Mitigation and Food Security"* of the Renewable Energy Research Center (RERC) charged to project code: **CC19.RE.04.1718** budget allocation for 2022.

Thank you and God Bless.

Respectfully yours,

NILO L. LEORNA

Project Leader

Noted By:

ELDON P. DE PADUA

Director, RERC

Recommending Approval:

DANIEL LESLIE S. TAN

VP for Administration and Finance

Approved:

EDGARDO E. TULIN

President