



January 27, 2022

Dr. Maria Juliet C. Ceniza

Vice President for Research, Extension, and Innovation

VSU, Baybay City, Leyte

Dear Dr. Ceniza,

The DENR Region 8 through its CENRO, Palo office, requested VSU to conduct a Biodiversity Assessment in Lake Mahagnao of Mahagnao Volcano Natural Park (MVNP) in Brgy. Mahagnao, Burauen, Leyte. The said engagement was approved by our president through a Memorandum of Agreement dated November 29, 2021. Among the services needed is that of a GIS Personnel to deliver the following activities: (1) collect and handle data using GIS resources; (2) create maps, photo-documentations and graphic reports; and (3) assist in field activities and technical analysis. These services will be delivered by:

Mr. Shem B. San Jose

Purok Manga, Brgy. Camp Downes, Ormoc City

The services of the above personnel will be paid ten thousand pesos (10,000.00) charged to the Visayas State University 101 Trust account number: 003572-1000-48 with project code: 20201050-25.

Thank you very much.

Respectfully yours,


ANALYN M. MAZO

Department Head

Endorsed:

MA. THERESA P. LORETO

Dean, CAS

Certified Funds Available:

NICK FREDDY BELLO

Head, Accounting Division

Approved:

MARIA JULIET C. CENIZA

Vice President for Research, Extension, and Innovation