



VISAYAS
STATE UNIVERSITY



NATIONAL COCONUT RESEARCH CENTER- VISAYAS

9 December 2024

Dr. Prose Ivy G. Yepes
University President
Visayas State University
Visca, Baybay City, Leyte

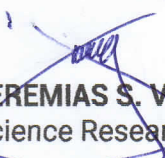
Dear Dr. Yepes:

The undersigned respectfully requests permission to avail of the educational tour privilege on December 23, 24, 26, 27 & 31, 2024. This tour offers a valuable opportunity for me and my family to explore different parts of the Philippines, visit our relatives within the country, and also immerse ourselves in the rich cultural heritage of various regions. Additionally, this experience will serve as an educational exposure to the diverse local traditions, landscapes, and history, which will enrich both my personal and professional growth.


This request is made in accordance with UAdCo Resolution No. 7, s. 2008, which allows faculty and staff to participate in an educational tour within the Philippines for a maximum of five (5) days, provided it is on official time.

I sincerely hope for your favorable approval.

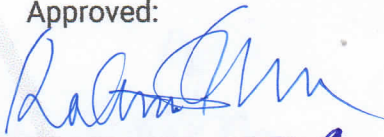
Respectfully yours,


JEREMIAS S. VESTRA
Science Research Assistant

Recommending Approval:


MARISEL A. LEORNA
Director, NCRC-V

Approved:


PROSE IVY G. YEPES
President

**NATIONAL COCONUT RESEARCH CENTER-
VISAYAS**

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