

September 01, 2023

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

Dear Dr. Tulin,

Greetings!

This has reference to the invitation of the Fatima Multi-Purpose Cooperative (FMPC) for the Training and Study Visit Program on Cassava Production and Processing (Benchmarking on Mechanization and Other Technologies) in Bangkok, Thailand on September 2-9, 2023 which is to be hosted by the Asian Institute of Technology.

With the limited time to process the necessary documents, we are hereby asking your kind permission to allow us to use our five days Educational Tour privilege instead for the abovementioned travel.

Our travel expenses abroad will be fully shouldered by the Fatima MPC.

We are hoping for a positive response to this request.

Thank you very much.

Sincerely Yours,



MARLON M. TAMBIS
Asst. Director, PhilRootcrops



DIOSCORO M. BOLATETE JR
Senior Agriculturist

Approved:



EDGARDO E. TULIN
President

personal leave