

27 June 2024

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

Thru: **Dr. Rotacio S. Gravoso**
Chairperson, APB
Vice President for Academic Affairs

Dear **Dr. Yepes**:

Good day!

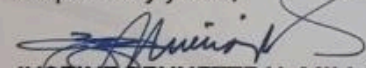
I am pleased to inform you that I have been invited to participate in a fully sponsored course on "Gender-Skills Capability Training Course: IPM, Climate Change, and Biodiversity" organized by the ASEAN Fall Armyworm Action Plan headed by Dr. Alison Watson, a prominent figure in pest management in Asia and the Pacific. This workshop will allow the 25 selected participants to look into projects with a gender perspective which are often lacking in many programs in the Agriculture, Aquaculture, and Natural Resource (AANR).

The committee will cover all expenses including airfare, accommodation, and meals during the full course of the workshop. However, the workshop will be held in Bangkok, Thailand from July 7-10, 2024 and given the time frame, it is not possible for us to process the CHED-IAS for official attendance. On the other hand, the organizing committee expressed that I could attend as an individual.

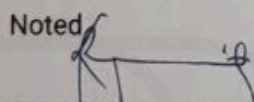
In this regard, I am kindly requesting the university to allow me to attend the workshop on leave using four days of my educational leave. I understand that while on leave, I cannot represent VSU as an institution and I cannot claim points for JC3 promotion. Despite these, I believe that my participation will jumpstart future collaborations not only with FAW Action Plan but also with its affiliated organizations such as CSIRO, that will not only benefit me but also the university.

Thank you and I hope that the university could positively consider my request.

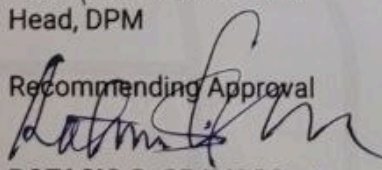
Respectfully yours,


JUSTINE BENNETTE H. MILLADO
Assist. Prof. IV

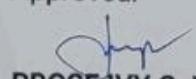
Noted


ROBELYN T. PIAMONTE
Head, DPM

Recommending Approval


ROTACIO S. GRAVOSO
VP for Academic Affairs

Approved:


PROSE IVY G. YEPES
President

