



VISAYAS
STATE UNIVERSITY

**NATIONAL COCONUT
RESEARCH CENTER-
VISAYAS**

October 10, 2023

Dr. Edgardo E. Tulin
University President
Visayas State University
Visca, City of Baybay, Leyte

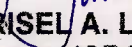
Dear Dr. Tulin,

The undersign would like to ask permission from your office to avail of the "educational tour privilege" on October 25, 26, 27, 31, 2023 and November 3, 2023. On the said dates, me and my family will be visiting tourist destinations in Southeast Asia, and a great opportunity to unwind and learn from the things we will observed/visited.

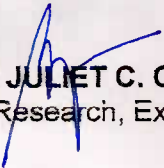
This request anchored on UAdCo Resolution No. 7, s. 2008 which permits faculty and staff to go on an educational tour for a maximum of five (5) days on official time only.

Hoping for your positive response. Thank you for your valuable support.


Sincerely yours,


MARISEL A. LEORNA
Director, NCRC

Recommending Approval:


MARIA JULIET C. CENIZA
VP for Research, Ext. & innovation

Approved:


EDGARDO E. TULIN
President

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Visayas State University, PQXV+CQX Baybay City, Leyte
Email: ncrc-v@vsu.edu.ph
Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1059



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Page 1 of 1
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