



VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte 6521-A

Office of the Vice President for Administration & Finance

14 August 2015

MEMORANDUM NO. 17

Series of 2015

T O: Climate Change Core and Affiliate Members:

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|--|------------------------------|
| 1. Dr. Victor B. Asio | 9. Dr. Dennis P. Peque |
| 2. Prof. Alan B. Loreto | 10. Dr. Lolito C. Bestil |
| 3. Prof. Ma. Aurora Teresita W. Tabada | 11. Dr. Rotacio S. Gravoso |
| 4. Dr Arturo E. Pasa | 12. Prof. Efren B. Saz |
| 5. Prof. Rosa Ophelia D. Velarde | 13. Dr. Julieta R. Roa |
| 6. Dr. Pastor P. Garcia | 14. Dr. Eduardo O. Mangaoang |
| 7. Dr. Antonio P. Abamo | 15. Prof. Arthur It. Tambong |
| 8. Dr. Humberto R. Montes | |

R E: Submission of priority list of equipment and machineries with detailed specifications to enhance the implementation of our Climate Change Mitigation and Adaptation related RDE programs and activities

Please be informed that the university has money for disposal to purchase important equipment and machineries that will support the implementation of our Climate Change mitigation and adaptation related RDE programs and activities. The said money should be obligated not later than September 2015.

In this connection, as core and affiliate members of the VSU Climate Change Group, you are requested to submit to this office priority list of equipment and machineries that will enhance the implementation of your respective Climate Change RDE programs and activities, with detailed specifications, not later 21 August 2015. The said priority list will be reviewed and collated by this office for inclusion in the forthcoming bidding this month of September, 2015.

For your information and guidance.

ROBERTO C. GUARTE

Vice President for Administration and Finance

cc: OP
OVPRE
ODF
Budget
Accounting