

To: Phil Root

VSU HRIS

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PHILIPPINE ROOT CROP RESEARCH & TRAINING CENTER

Dr. Prose Ivy G. Yepes
University President
VSU, Baybay City, Leyte

Thru: **Dr. Santiago T. Peña Jr.**
VP for REI

Dear **Dr. Yepes**:

Good day!

I am writing to respectfully request your approval for us to use part of the funds from the Administrative Cost of PhilRootcrops projects for the certification testing of the machines developed by the center. Our machine types are usually tested by the Agricultural Machinery Testing and Evaluation Center (AMTEC), another nationally mandated agency tasked for the purpose.


The testing activities are supposedly to be charged from the projects that developed the machines, however, those are already completed and therefore no more disbursements can be done for the purpose. Those projects fortunately have left us some amounts under administrative costs which hopefully can still be used for the testing.

The machines that are for testing are our extruder, chipper, vacuum fryer, and pneumatic dryer. The testing is essential to make sure that the machines developed by PhilRootcrops are safe, reliable, efficient and can work according to their claimed specifications.

Based on the assessments by the AMTEC, we need a total amount of eighty-eight thousand one hundred seventy pesos and eighteen centavos (P88,170.18) for the testing and for the certificates.

Thank you for your kind consideration of this request. Looking forward to your favorable approval.

Sincerely,


MARLON M. TAMBIS
Director, PhilRootcrops
Certified funds available:

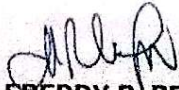
**PHILIPPINE ROOT CROP
RESEARCH & TRAINING CENTER**
Visayas State University, PQQV+6C3, Baybay City, Leyte
Email: philrootcrops@vsu.edu.ph
Website: <https://philrootcrops.vsu.edu.ph>
Phone/Fax: +63 53 5650600 Local 1063



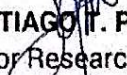
Management
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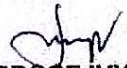
Page 1 of 2
FM-VSU-03
V04 01-23-2025
No. 25-155


NICK FREDDY R. BELLO
Head, Accounting Office

Recommending Approval:


SANTIAGO T. PEÑA JR
VP for Research, Extension and Innovation

Approved:


PROSE IVY G. YEPES
President

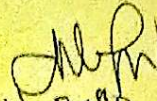
subject to availability
of funds & in accordance
w/ accounting & auditing rules

Available Admin Cost

Sir Tambis - ₱ 84,552.87

Sir Dan Tan - 79,717.45

₱ 164,270.29


N. Bello

Vision: A global green university providing progressive leadership in agriculture, science & technology, education and allied fields for societal transformation.
Mission: To produce graduates equipped with advanced knowledge and lifelong learning skills with ethical standards through high quality instruction, innovative research and impactful community engagements.

Page 2 of 2
FM-VSU-03
V04 01-23-2025
No. 11-15