



OP# 73164
9/16/21

April 13, 2021

Ms. Maria Robelyn A. Insik
Head, Central Analytical Services Laboratory
Visayas State University
Visca, Baybay City, Leyte

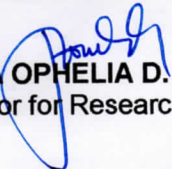
Dear **Ms. Insik**:

Herewith is the approved budget appropriation for the CY 2021 operations of the Central Analytical Services Laboratory (CASL) in the total amount of **one hundred sixty two thousand and nineteen pesos (Php 162,019.00)** chargeable to OVPREI.CASL.OC overhead cost. Please take note of the breakdown following the general budget allocation set by the Budget Office and Finance Management Office.

Project Code: OVPREI.CASL.OC		
Breakdown	Amount	
Travelling Expenses	10,000.00	
Training	5,000.00	
Supplies and Material Expenses	20,000.00	
General Services/ Labor & wages	127,019.00	
TOTAL	Php	162,019.00

As a policy, a midyear and annual progress report of Central Analytical Services Laboratory accomplishment is required for submission to the Vice President for Research, Extension, and Innovation.

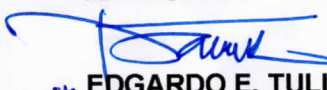
Very truly yours,


ROSA OPHELIA D. VELARDE
Director for Research

Recommending Approval:


MARIA JULIET C. CENIZA
VP for REI

APPROVED:


EDGARDO E. TULIN
President

CC:

Dr. Edgardo E. Tulin , VSU President
Ms. Louella C. Ampac , Director, FMO
Ms. Myrna S. Pancito , Head Budget Office
Mr. Nick Freddy Bello , OIC Head Accounting Office
File: OVPREI-VP
OVPREI-RPO