

16 May 2024

Dr. Prose Ivy G. Yepes
University President
Visayas State University

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


Dear Dr. Yepes,

I kindly request funds to purchase two pressure cooker units for our microbiology laboratory in the department. At present, we only have one pressure cooker that malfunctioned just recently. We cater to various students for our microbiology classes including BS Nursing, BS Food Tech, BS Biotech, BS Bio, BS Marine Bio, and many others. We also utilize said equipment for student thesis and faculty research.


Lately, evaluators for the offering of BS Food Technology came to our laboratory to check if we have the equipment required for handling microbiology such as the autoclave. Since we do not have one, we included it in our request for equipment to be purchased through OVPA. Our request for an autoclave has a higher funding requirement (approximately 365,000.00) and we hope it can be given funding as well. However, our immediate need this time is at least units of pressure cookers with the attached specifications and budgetary requirements.

Thank you very much for your positive response to this request.

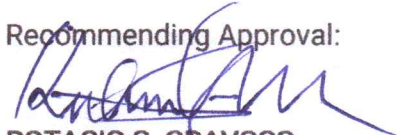
Truly yours,


ANALYN M. MAZO
Department Head

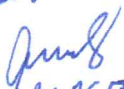
Endorsed:


MA. THERESA P. LORETO
Dean, CAS

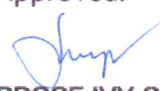
Recommending Approval:


ROTACIO S. GRAVOSO
Vice President for Academic Affairs

Note: charged to STF-Lab Fees
worth P90,450.


BUDGET

Approved:


PROSE IVY G. YEPES
President

Note: Provided this
will be processed
following RA 9184
together w/ other
requests from the
various academic units