



February 23, 2023

Prof. Rosa Ophelia D. Velarde

Director, Research Office
Visayas State University
Visca, Baybay City, Leyte

Dear **Prof. Velarde**:

Herewith is the approved budget appropriation for the CY 2023 operations of the Research Programs Office in the total amount of **Php 1,839,395.76** chargeable to RPO.A.III.C overhead cost and Centralized Funds in the total amount of **P 1,860,000.00** chargeable to RPO.CF.2023. Please take note of the breakdown following the general budget allocation set by the Budget Office and Finance Management Office.

<i>Project Code: RPO.A.III.C</i>	
Breakdown	Amount
Travelling Expenses	100,000.00
Training	100,000.00
Supplies & Materials	300,000.00
Professional Services	100,000.00
Labor & Wages	1,119,395.76
Repair & Maintenance	50,000.00
Representation	70,000.00
TOTAL	1,839,395.76
Research Centralized Funds:	
Travel	200,000.00
Training	500,000.00
Scholarship	100,000.00
Repair & Maintenance	300,000.00
Representation	460,000.00
Printing	200,000.00
TOTAL	1,860,000.00

As a policy, a quarterly, midyear, and annual progress report of Research Office accomplishment is required for submission to the Vice President for Research, Extension, and Innovation.

Very truly yours,


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. Alicia M. Flores	, Head Budget Office
Mr. Nick Freddy Bello	, OIC Head Accounting Office
File: OVPREI-VP	
OVPREI-RPO	