





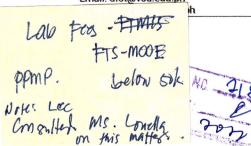
DEPARTMENT OF FOOD SCIENCE AND TECHNOLOGY

Visca, Baybay City, 6521, Leyte, Philippines Telephone: (VOIP) 1025 Email: dfst@vsu.edu.ph

November 4, 2022

DR. BEATRIZ S. BELONIAS
Vice-President for Academic Affairs
VSU, Visca, Baybay City, Leyte

Dear Dr. Belonias,



The Department of Food Science and Technology is catering 6 (20 lecture sections and 15 laboratory sections) out of 23 BSFT courses and 4 (5 lecture sections and 1 laboratory section out of 25 MSFST courses fully implemented face for face. In delivering lectures all faculty We had 3 projectors in the department. However, upon members are using projectors. resumption of classes this semester, two (2) of which became unfunctional after a month of rendering classes. This may probably be due to overuse and depreciation. Please be noted that this equipment had been overly used pre-pandemic time and rarely used during pandemic. Since, it is overly used again (non-stop) this time, the equipment gave up. This now became a problem in the department. In as much as faculty members would want to deliver quality lectures and classes, unavailability of support equipment becomes a hindrance to this goal. In this regard, may we request your good office a budget (estimated 30,000) for the purchase and replacements of the aforesaid equipment. Also, we would like to request a 60-inch/70-inch television set for our ACCUP library which is currently being used as lecture room of our MSFST classes. a meeting room for faculty and staff, and a functional room for small number of clients. If granted, this will be our first ever smart television set in the department.

To sum it all, DFST would like to request a total estimated budget of 80,000.00 for the following:

- a.) 2 sets of projector ----- 30,000.00
- b.) 1 60-inch/70-inch Smart TV ----- 50,000.00

Total ----- 80,000.00

We are hoping for your kind consideration and approval to this urgent request. As always, we are very grateful for the support of your good office to all DFST undertakings.

Thank you and God Bless!

Very truly yours,

LYNETTE C, CIMAFRANCA

Department Head

Recommending Approval:

BEATRIZ S. BELONIAS VP for Academic Affairs

Approved:

EDGARDO E. TULIN

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Vision:

A globally competitive university for science, technology, and environmental

conservation

Mission:

Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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