



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>	
<b>Breakdown</b>	<b>Amount</b>
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
<b>TOTAL</b>	<b>1,839,395.76</b>
<b>Research Centralized Funds:</b>	
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
<b>TOTAL</b>	<b>1,860,000.00</b>

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:

<b>Dr. Edgardo E. Tulin</b>	, VSU President
<b>Ms. Louella C. Ampac</b>	, Director, FMO
<b>Ms. Alicia M. Flores</b>	, Head Budget Office
<b>Mr. Nick Freddy Bello</b>	, OIC Head Accounting Office
<b>File: OVPREI-VP</b>	
<b>OVPREI-RPO</b>	