





DEPARTMENT OF BIOLOGICAL SCIENCES

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March 3, 2023

Dr. Beatriz S. BeloniasVice President for Academic Affairs
Visayas State University

Dear Dr. Belonias,

Please allow us to request funds from your good office to repair the much-needed oven in the department that malfunctioned last year. This oven is used both for research and instruction purposes. The technician that examined the equipment informed us that the mainboard controller has to be replaced. Please find herewith the attached quotation for the controller amounting to 41,680.00 pesos.

I look forward to your positive response to this request.

Truly yours,

ANALYN M. MAZO Department Head

Endorsed:

MA. THERESA P. LORETO Dean, CAS

Dean, Orie

Approved:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs



Vision: Mission: A globally competitive university for science, technology, and environmental conservation. Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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