

## OFFICE OF THE EXECUTIVE DIRECTOR

Administration, Resource Management and Support Services

November 22, 2021

## DR. EDGARDO E. TULIN

President Visayas State University (VSU) Visca, Baybay City, Leyte

## Dear President Tulin:

We wish to inform you that the requests of Dr. Catherine C. Arradaza, Project Leader of the ongoing PCAARRD-funded project "Upgrading the Horticulture Plant Tissue Culture Laboratory of the Visayas State University" for a one (1) year extension in project implementation on December 01, 2021 until November 30, 2022; and use of Unexpended Budget (UB) of ONE MILLION EIGHT HUNDRED THREE THOUSAND FIVE HUNDRED SEVENTY TWO PESOS & 86/100 (P1,803,572.86) have been favorably considered.

The extension is necessary to enable VSU to catch up with the delays in the procurement of equipment, laboratory supplies and construction materials caused by the strict imposition of province and university wide lockdown brought by COVID-19 pandemic.

It is understood that the approval of these requests will not entail additional funding from PCAARRD. Thank you.

Very truly yours,

MELVIN B. CARLOS, PhD. CESO IV Deputy Executive Director III

CC:

Dr. Catherine C. Arradaza - Project Leader, VSU

VSU Accounting Office

FERD FAD-Accounting

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