



February 21, 2023

Prof. Rosa Ophelia D. Velarde
Head, RDE Network Office
Visayas State University
Visca, Baybay City, Leyte

Dear **Prof. Velarde**:

Herewith is the approved budget appropriation for the CY 2023 operations of the RDE Network Office in the total amount of **Php 678,774.08** chargeable to RDE.Network.A.III.C overhead cost. Please take note of the breakdown following the general budget allocation set by the Budget Office and Finance Management Office.

Project Code: RDE.Network.A.III.C	
Breakdown	Amount
Traveling Expenses	80,000.00
Supplies & Materials	150,000.00
General Services-Wages	418,774.08
Representation	30,000.00
TOTAL	Php 678,774.08

As a policy, a quarterly, midyear, and annual progress report of RDE Network 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