



VISAYAS
STATE UNIVERSITY

RESEARCH
OFFICE

February 28, 2025

Dr. Santiago T. Peña Jr.
Vice President, Research
Extension and Innovation (REI)
Visayas State University
Visca, Baybay City, Leyte

Dear **Dr. Peña:**

Attached herewith is the CY 2025 approved budget appropriation for the operations of **OVPREI** with a total amount of **P 2,983,908.00** chargeable to OVPREI.A.III.C (Overhead cost-GAA), OVPREI.SPA.2025 (Direct cost-GAA), OVPREI.ARP.2025 (Direct cost-GAA) and ISR.OVPREI.Website.2025 Income Share for Research (ISR) with the following breakdown:

| Charging Code: OVPREI.A.III.C (GAA) | |
|-------------------------------------|---------------------|
| Breakdown: | Amount |
| Travelling Expenses | 150,000.00 |
| Supplies and Materials Expenses | 200,000.00 |
| General Services | 876,408.00 |
| Other MOOE | 50,000.00 |
| Repair and Maintenance | 50,000.00 |
| TOTAL | 1,326,408.00 |

| Charging Code: OVPREI.SPA.2025 (GAA) *ALAMDAG | |
|---|------------------|
| Breakdown: | Amount |
| Supplies and Materials Expenses | 47,500.00 |
| TOTAL | 47,500.00 |

| Charging Code: OVPREI.ARP.2025 (GAA) *Awards, Rewards and Prizes | |
|--|---------------------|
| Breakdown: | Amount |
| Awards, Rewards and Prizes | 1,500,000.00 |
| TOTAL | 1,500,000.00 |

| Charging Code: ISR.OVPREI.Website.2025 (ISR) | |
|--|-------------------|
| Breakdown: | Amount |
| OVPREI: Website | 110,000.00 |
| TOTAL | 110,000.00 |

The budget for the following expenditures, however, is centralized under the direct control of the Finance and Management Office subject to approval by the University President:

RESEARCH OFFICE

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electricity, water, communication, repair of buildings, motor vehicles, and other machinery/equipment; tax insurance premium, and other related fees; printing and publication, representation expenses, and rentals/lease subscription expenses.

Very truly yours,


IVY C. EMNACE
Director for Research

APPROVED:


PROSE IVY G. YEPES
President

cc: Dr. Prose Ivy G. Yepes , VSU President
Ms. Louella C. Ampac , Director, Finance Management
Ms. Alicia M. Flores , Head, Budgeting
Mr. Nick Freddy Bello , Head, Accounting
OVPREI – VP;
OVPREI – RPO;

Vision: A global green university providing progressive leadership in agriculture, science & technology, education and allied fields for societal transformation.
Mission: To produce graduates equipped with advanced knowledge and lifelong learning skills with ethical standards through high quality instruction, innovative research, and impactful community engagements.