



VISAYAS
STATE UNIVERSITY



DEPARTMENT OF
PHYSICS

August 3, 2023

DR. EDGARDO E. TULIN
President
Visayas State University
Visca, Baybay City, Leyte
6521

Thru: DR. BEATRIZ S. BELONIAS
Vice-President for Academic Affairs



Dear **Dr. Tulin**:

Greetings!

We would like to inform you that the Department of Physics has transferred to its newly constructed office at the Old Library Building. Also, we have utilized the newly renovated/constructed laboratory rooms at the Old Library Annex Building this Midyear of 2023. However, our physical facilities for our laboratory rooms (e.g., LCD projectors, tables) and office are lacking. Moreover, the allotted funds for the department to purchase instruction and teaching-related equipment/ items are limited.

In line with this, we request the following items in **Table 1**. The said items will be essential and helpful for us to carry out efficient instruction and teaching-related activities in the department.

Table 1. List of items for purchase and fabrication

	Item	Number of Pieces	Room
1	LCD Projector	7	Lab. Rooms #1-4, Computer and Instrumentation Laboratory, Advanced Physics Laboratory
2	Tables*	(please see attached document)	Computer and Instrumentation Laboratory, Advanced Physics Laboratory, Lab. Room #4, Faculty
3	White Board*	(please see attached document)	Lab. Rooms #3-4, Computer and Instrumentation Laboratory, Advanced Physics Laboratory, DPhys Conference Room
4	Window blinds	(please see attached document)	Office, DPhys Conference Room, Lab. Room #4, Advanced Physics Laboratory
5	Counter Table*	(please see attached document)	Department Office

Ed. Budget

DEPARTMENT OF PHYSICS

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PAGE 1 OF 2
FM-VSU-03
V2 05-09-2023
No. *DPhys 23-172*

6	Smart TV/ Interactive Board	(please see attached document)	DPhys Conference Room
7	Stand Fan	5	Laboratory Room #1-3, OLB Room #5-6

*Constructed/ Fabricated

Please find the attached relevant documents for your perusal.

Thank you very much.


Sincerely yours,


REV RHIZZA L. AURE
Head, DPhys

Noted:


MA. THERESA P. LORETO
Dean, CAS


Availability of funds:


LOUELLA C. AMPAC
Director of Finance
changed to PY ICT - Semi Exp 4000000000
MOCK

Recommending Approval:


BEATRIZ S. BELONIAS
Vice-President for Academic Affairs

Approved:


EDGARDO E. TULIN
President *o/c 8/16/23*

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

Page 2 of 2
FM-VSU-03
V2 05-09-2023
No. *DPhys 13-172*