

March 27, 2025

**DR. SANTIAGO T. PEÑA JR.**

Vice President for Research, Extension and Innovation  
Visayas State University  
Visca Baybay City Leyte

Thru: **DR. IVY C. EMNACE**  
Director for Research  
Visayas State University  
Visca Baybay City Leyte

Subject: COPC Application of MS Applied Economics Compliance Report

Dear Dr. Peña,

The Department of Economics has scheduled an on-site evaluation for the COPC of Master of Science in Applied Economics degree program on April 10-11, 2025. In preparation for this evaluation, we are updating some of our documents.

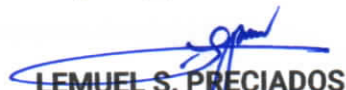
We would like to request an updated version of the following documents from your office:

1. Updated Research Manual
2. RCW Funding (VSU Budget Allocation for Research and Extension)
3. Research Ethics review mechanism
4. VMGO of Research and Extension

Rest assured that these documents will solely be used for the said purpose.

Thank you very much for your favorable approval of this request. You may send the documents to [doe@vsu.edu.ph](mailto:doe@vsu.edu.ph) or [lemuel.preciados@vsu.edu.ph](mailto:lemuel.preciados@vsu.edu.ph). If possible, can we have the documents on or before March 25, 2025.

Very truly yours,



**LEMUEL S. PRECIADOS**  
Head, DoEcon

Noted:

**IVY C. EMNACE**  
Director for Research