



Republic of the Philippines  
**SULTAN KUDARAT STATE UNIVERSITY**  
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**ROMMEL M. LAGUMEN**  
Campus Director

April 14, 2025

Sir:

I am writing to bring to your attention the urgent need for the acquisition of laboratory materials and equipment for the College of Industrial Technology. These resources are intended to support the six (6) major programs of the college, such as Automotive Technology, Civil Technology, Electrical Technology, Electronics Technology, Architectural Drafting Technology, and Food Innovation and Culinary Technology as mandated by CMO No. 13, Series of 2023, under the BindTech Program.

The proposed list of equipment is essential to enhance the quality of instruction, improve hands-on learning, and ensure our students are well-prepared to meet the evolving demands of their respective industries.

Furthermore, the CMO emphasizes the importance of equipping students with practical skills alongside theoretical knowledge. The proposed laboratory equipment is vital to ensure that the curricula of our six (6) major programs align with the required standards for quality education.

In conclusion acquisition of the proposed laboratory materials and equipment is a strategic investment in the future of our students and the overall quality of our academic offerings. By aligning with the mandates of CMO No. 13, Series of 2023, and addressing the practical training needs of our six major programs, we reaffirm our commitment to delivering industry-relevant, high-quality education.

I sincerely hope for your favorable consideration and support of this proposal, as it is instrumental in empowering our students with the skills and competencies necessary for success in their chosen fields. Thank you for your attention to this urgent and important matter.

Please find attached the list of equipment for each program for your review and consideration.

Sincerely,

**CHARLIE J. MAGHANOY, EdD**  
CIT Dean