



Republic of the Philippines  
**SULTAN KUDARAT STATE UNIVERSITY**  
Colleges of Engineering, Computer Studies and Industrial Technology  
**Campus Extension Office**  
Isulan, Sultan Kudarat



December 2, 2020

**Randy T. Berina, MAT** – Dean, College of Industrial Technology  
**Cecilia E. Gener, MIT** - Dean, College of Computer Studies  
**Meilaflor A. Paclibar, MEP-CoE** – Dean, College of Engineering  
SKSU, Isulan Campus  
Isulan, Sultan Kudarat

Dear Sirs and Mesdames;


Greetings!

Extension and Community involvement is one of the major functions of the University. It has been a practice of Sultan Kudarat State University to help those who are less fortunate who need assistance. The Bureau of Jail Management and Penology Sultan Kudarat District Jail – Male Dormitory will be celebrating their **Christmas Festival** on December 16-24, 2020. The BJMP is asking us to show our love and concern to nine hundred twenty (921) male inmates. Thus, the Extension office of SKSU-Isulan Campus is requesting you to solicit wholeheartedly any support from your colleagues in your Department in kinds such as foods, snacks, goods or toiletries to be given to the identified inmates.

Our Almighty Father will continue to bless you a hundredfold as you share your blessings this Yuletide Season.

Thank you very much and God Bless.

Respectfully yours,

  
**CELIA ROSE J. NOTA**  
Campus Extension Coordinator

Noted:

  
**ELMER C. BUENAVIDES, DIT**  
Campus Director



Republic of the Philippines

SULTAN KUDARAT STATE UNIVERSITY

Isulan Campus, Isulan, Sultan Kudarat, 9805  
Province of Sultan Kudarat



OFFICE OF THE CAMPUS DIRECTOR

Date: 11/24/2020

TO/FOR: Engr. Celia Rose Noto

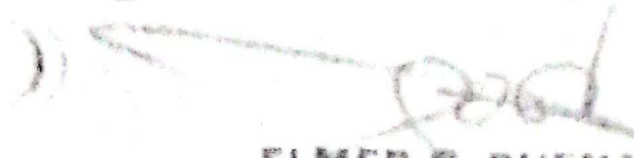
Subject: Attached Letter

1 y/s Needed:

- ☒ for your information and perusal
- ☒ for appropriate action/compliance
- ☐ for comments/suggestion/recommendation
- ☐ for signature/Approval
- ☐ please come for a meeting/briefing

Remarks:

Please facilitate this request.  
You may ask support from each  
college in the campus

  
ELMER C. BUENAIDES, DIT  
Campus Director