April 5, 2024

Mr. Luis Alenjandre Tamani

Head, Information Systems Division

PhilRice CES

Attn: Ma. Ethel Gibe

Head, Human Resources Division

Dear Sir,

We are BS Information Technology students from CLSU who are currently OJTs at TMSD. As one of the major deliverables of our OJT program, we will develop a comprehensive system to optimize TMSD’s database management and enhance collaboration among PhilRice’s development staff. Specifically, we hope to develop a system to manage the timely collection, storage and retrieval, and analysis of data on trainings and related extension activities conducted by PhilRice in all its stations.

To help ensure the security of the system and its data, and at the same time the quality of data encoded into the system, our plan is for all concerned staff to create an account with the system using their names and PhilRice ID. For this purpose, we would like to request the following API or database to facilitate the development of the system.

1. names of PhilRice staff and their corresponding PhilRice ID number
2. database of Philippine provinces, municipalities, barangays, if any

By using the above-mentioned information, we will also help ensure that the data that the system will generate is consistent with what is currently used at PhilRice.

Thank you for your kind attention to this matter. We would greatly appreciate your positive response to this request. Rest assured that we will use the requested information solely for its intended purpose.

Sincerely yours,

Ivan Aldrich D. Iñigo

*On-the-job-trainee*

Jayne Vernice C. Ramos

[*On-the*](about:blank)*-job-trainee*

Noted by:

**JOEL V. PASCUAL**

Head, TMSD