

**GOVERNMENT  
OF THE REPUBLIC OF VANUATU**

**DEPARTMENT OF EDUCATION  
& TRAINING**

**Education Services  
Private Mail Bag 028  
Port Vila - Vanuatu  
Tel : (678) 22309 - Fax : 23289**



**GOUVERNEMENT  
DE LA REPUBLIQUE DE VANUATU**

**DEPARTEMENT DE L'EDUCATION ET  
DE LA FORMATION**

**Service Educatif  
Sac Postal Réservé 028  
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May 04, 2015

**Mr Jotham Napat  
Director General  
NDMO  
Port Vila**

Dear Director General,

**RE: Request for the Sheets of Coppa**

As the Acting Director Education Services, MOET. I was assigned to supervise and coordinate donations and logistical arrangements to schools.

The progress was doing great. And as we are entering reconstruction and renovating phase of damaged Permanent Classrooms, quite a considerable amount of materials for schools in Shefa and Tafea Province is urgently needed. Therefore, we would like to request the **3700 sheets of coppa** ( 940mm x 3000mm x 0.55mm) donated by the **Non-Profit Organization named Japan Vanuatu Goodwill Society.**

Thank you very much for your continuous assistance and we are looking forward for your reply.

Sincerely,

**Mr HOPKINS Dick  
Acting Director Education Services  
MOET**



**Copies**

- Acting Director General, MOET, Mr John Gideon
- Director Dept. of Strategic Policy, Planning & Aid Coordination | Prime Minister's Office, Mr Nepcevanhas Benjamin Shing
- Director, NDMO, Mr Shadrack Welegtabit
- Director Education Services, Mr Roy Obed
- Managing Director, The Melanesian Port Vila, Mr Hiro Osuka ✓