



VISAYAS
STATE UNIVERSITY

DEPARTMENT OF
ECONOMICS

October 6, 2025

DR. PROSE IVY G. YEPES
President
Visayas State University
Visca, Baybay City, Leyte

Thru: **DR. MOISES NEIL V. SERIÑO**
Vice President for Admin. and Finance

Dear President Yepes:

I wish to inform your office that I will be officially retiring from my administrative position as an Admin. Aide VI at the Department of Economics effective April 8, 2026. I will be 65 years old on the said date. I am very grateful for the opportunity to serve in this university for more than 40 years.

I would like to thank VSU for the many opportunities which allowed me to grow emotionally and professionally. I will always cherish the memories I have working in the department and the university and all the working experiences I have.

Again, thank you to all the faculty of DOE, FME and officials of VSU, my co workers at the department for making my working experience memorable, worthwhile and colorful.

Very truly yours,

CARLITO O. SUGANOB
Admin. Aide VI

Noted:

LEMUEL S. PRECIADOS
Head, DoEcon

Recommending Approval:

MARK C. RATILLA
Dean, FME

MOISES NEIL V. SERIÑO
Vice President for Admin. & Finance

Approved:

PROSE IVY G. YEPES
President



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