



VISAYAS
STATE UNIVERSITY



DEPARTMENT OF
AGRONOMY

January 10, 2025

Dr. Rotacio S. Gravoso
Vice President for Academic Affairs
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Gravoso:

Please be informed that I entrusted to Mr. Quimson R. Cañete, a regular faculty member of the department, my class records and other documents of the students under me in the first semester 2024-25 as I retired from service effective November 10, 2024.

I authorize Mr. Cañete to answer queries of my students regarding their grades and other academic concerns.

Yours truly,


NELLO D. GORNE

Certified received the documents as stated:


QUIMSON R. CAÑETE
Faculty, DA

Recommending Approval:


LUZ G. ASIO
Head, DA


SUZETTE B. LINA
Dean, CAFS

Approved:

ROTACIO S. GRAVOSO
Vice President for Academic Affairs

cc: Office of the University Registrar