

December 29, 2021

**DR. EDGARDO E. TULIN**

President

Visayas State University

Visca, Baybay City, Leyte

THRU:

Dr. Nancy V. Dumaguing

Head, Office of the Head of Admission

Dear Dr. Tulin:

Greetings!

I am writing to inform your good office of my intention to not renew my Employment contract as Job Order of the OHA from September 1, 2021 to December 31, 2021.

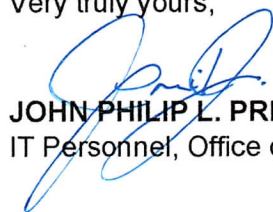
For the following reasons:

1. I will apply for a part time instructor in the university;
2. I plan to take units of professional education or management courses.

I am grateful for the opportunity to work with OVPSAS and OHA. It is a very good experience and I learned a lot during my service.

Thank you so much. God bless.

Very truly yours,



**JOHN PHILIP L. PRECILDA**

IT Personnel, Office of the Head of Admission

Noted:

**NANCY V. DUMAGUING**

Head, Office of the Head of Admission

Approved:

**EDGARDO E. TULIN**

President