



July 20, 2022

DR. EDGARDO E. TULIN
President
VSU, Baybay City, Leyte

Dear Dr. Tulin,

I would like to avail myself of the 3-day Educational tour (local) on Aug 15-17, 2022, and the 2-day Team building on Aug 18-19, 2022 (MC No. 18, series of 2009). I will take a short break from work to de-stress. I will visit the Marian Orchard Balete, Batangas to unwind.

Looking forward to your favorable action on this request.

God bless.

Respectfully,


MARIA TERESA A. CRUZ
Head

Noted by:

ALLEN GLENNIE P. LAMBERT
Executive Secretary

Approved/Disapproved:

EDGARDO E. TULIN
President