



**VISAYAS**  
STATE UNIVERSITY

# DEPARTMENT OF **ECONOMICS**

April 1, 2024

**Dr. Prose Ivy G. Yepes**  
President  
Visayas State University  
Visca, Baybay City

**Dear Dr. Yepes:**

The Department of Economics Personnel Committee would like to recommend the following faculty as On-the-Job (OJT) Co-Coordinator of the department effective April 2024 unless sooner revoked or terminated:

1. Michelle Aubrey D. Cabase
2. Israel C. Embayarte
3. Jedan C. Caverio
4. Lemuel S. Preciados

As OJT Co-Coordinator, they are expected to perform the following duties and responsibilities:

1. Assist to oversee all field practice activities including making sure that necessary documents prior to field practice are secured following (CHED) memorandum orders.
2. Conduct arrangement with institutions i.e. Memorandum of Agreement, permits, certifications and visit and monitor the students performance
4. Conduct field visitation to monitor the students performance where they are assigned.
3. Perform other functions related to on-the-job training activities.

Sincerely,

**LEMUEL S. PRECIADOS**  
Member, DPC

**ERNESTO F. BULAYOG**  
Member, DPC

**ZYRA MAY H. CENTINO**  
Head and Chairman, DPC

Noted:

**LILIAN B. NUÑEZ**  
Dean, CME

Conforme:

**MICHELLE AUBREY D. CABASE**

**ISRAEL C. EMBAYRTE**

Recommending Approval:

**ROTACIO S. GRAVOSO**  
Vice President for Acad. Affairs

**JEDAN A. CAVERO**

**LEMUEL S. PRECIADOS**

Approved:

**PROSE IVY G, YEPES**  
President



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Page 1 of 1  
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