

OFFICE OF THE HEAD FOR INTERNAL AUDIT

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February 3, 2023

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

Dear Dr. Tulin:

I would like to recommend Mr. Leonardo S. Toraja Jr. to act as the deputy Document and Records Controller (dDRC) in our office for the year or until a new regular staff is added to the office.

Thank you and more power.

Yours sincerely,

MARIA TERESA A. CRUZ

Head

Approved/Disapproved:

EDGARDO E. TULIN President



Vision: Mission: