



September 30, 2022

**Dr. Maria Hazel I. Bellezas**  
Department of Economics  
Visayas State University  
Visca, Baybay City, Leyte

**Dear Dr. Bellezas:**

By virtue of the authority vested in me by the VSU Board of Regents per board Resolution No. 111, series of 2002, you are hereby appointed as **GUIDANCE FACILITATOR** of the **Department of Economics (DoE)** with one (1) unit workload per semester for the School Year 2022-2023 effective **First Semester, SY 2022-2023** until **Second Semester, SY 2022-2023** unless sooner terminated.


As facilitator, you shall provide basic advising/encouragement to students and closely coordinate with Office of Student Welfare and Services through Office of the Dean of Students (ODS) for consultation, referral and counseling of students for any issues and other difficulties encountered.

Quarterly reports of accomplishments shall be submitted to ODS copy furnish the Vice President for Academic Affairs and the College/Department concerned.

Very truly yours,

**EDGARDO E. TULIN**  
*President*

CONFORME:

  
**MARIA HAZEL I. BELLEZAS**  
DBGF, DoE

Recommending Approval:

**MANOLO B. LORETO, JR**  
Dean of Students

Copy furnished: OVPAA  
College/Dept. Concerned  
ODS