



December 7, 2021

Dr. Edgardo E. Tulin
President
Visayas State University
Visca, Baybay City, Leyte

Dear **Dr. Tulin**:

This is to submit the 2021 Compensatory Day-off schedule of the following faculty members for approval:

| NAME OF FACULTY (on Vacation-Sick Leave Status) | INCLUSIVE DATES | AVERAGE TOTAL WORKLOAD | NO. OF DAYS |
|---|--|------------------------------|-------------------|
| Analyn M. Mazo | Dec. 20-24, 27-29, 31 | 37.15 | 10 |
| Beatriz S. Belonias | flexible | 46.03 | 10 |
| Senona A. Cesar | Dec. 17, 20-24, 27-29, 31 | 32.17 | 10 |
| Julissah C. Evangelio | Dec. 20-21, 27-29 & 31 | 26.19 | 10 |
| Art Russel R. Flandez | Nov. 26, Dec. 16-17, 20-23, 27-29 | 35.82 | 10 |
| Ris Menoel Modina | Dec. 16, 20-24, 27-29, 31 | 26.45 | 10 |
| Fretzeljane O. Pogado | Dec. 2, 20-24, 27-29, 31 | 23.98 | 10 |
| Eunice Kenée L. Serioño | Nov. 26, Dec. 13, 15, 17, 23-24, 27-29 & 31 | 28.93 | 10 |

(Based on the Second Semester 2019-2020 and First Semester 2020-2021 Workload Summary from OVPAA)

Very Truly Yours,


ANALYN M. MAZO
Head, DBS

Recommending Approval:

MA. THERESA P. LORETO
Dean, CAS

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

Approved:

EDGARDO E. TULIN
President