



February 10, 2022

**ATTY. RYSAN C. GUINOCOR**

Data Protection Officer

Office of the Data Protection

Visayas State University

Visca, Baybay City, Leyte

**Dear Atty. Guinocor:**

The Department of Business and Management is applying for Certificate of Program Compliance (COPC) for the Master of Management (MM) program to CHED. One of the requirements set by CHED is a sample of the Graduate Teaching Assistance Contract. In this regard, I would like to request for a copy of this document from the Office of the Graduate School. Rest assured that the said document will be used for the COPC application purpose only.

Hoping for your approval on this request. Thank you very much.

Very truly yours,

**ANGELITA L. PARADERO**

Head, DBM

Noted:

**MOISES NEIL V. SERIÑO**

CME, Dean

Approved:

**ATTY. RYSAN C. GUINOCOR**

Data Protection Officer