



REGIONAL CLIMATE CHANGE RESEARCH & DEVELOPMENT CENTER

Visayas State University Visca, Baybay City, Leyte 6521-A Philippines Tel: +63 53 563-7616 Trunkline Number: +63 565 0600 Local: 1095 Website: vsu.edu.ph

March 23, 2022

MS. ALICIA M. FLORES Administrative Officer III Head, SPMMO Visayas State University Visca, Baybay City, Leyte

Dear Ms. Flores,

This is to inform you that my mandatory retirement from service as Professor at the Department of Forest Science, College of Forestry and Environmental Science will commence on September 28, 2022. In this regard, I wish to request for an updated list of equipment, instruments, and other things with my MRs and AREs that I have to settle as part of the clearing process of VSU.

Hoping for your favorable consideration and support.

Sincerely,

EDUARDO O. MANGAOANG, PhD

Professor and Director