



January 3, 2021

DR. EDGARDO E. TULIN

President

Visayas State University

VSU, Visca, Baybay City, Leyte

Dear Dr. Tulin:

This is to recommend the renewal of appointment of the said casual employee of the **COLLEGE OF FORESTRY AND ENVIRONMENTAL SCIENCE (CFES)** effective **January 1, 2022** until **June 30, 2022**.

NAME	POSITION TITLE	DAILY RATE	SOURCE OF FUND
MUERTIGUE, JESIBEL L.	Administrative Aide III	Php616.91	GENERAL FUND

Very truly yours,

CFES Personnel Committee:

ANATOLIO N. POLINAR

Member

ELIZA D. ESPINOSA

Member

DENNIS P. PEQUE

Chairman, CFES Personnel Committee
& Dean, CFES

In-Charge of Funds:

Personnel Clearance:

ALICIA M. FLORES

OIC, Budget Officer

HONEY SOFIA V. COLIS

Director, ODHRM

Recommending Approval:

DANIEL LESLIE S. TAN

Vice President for Administration and Finance

Approved:

EDGARDO E. TULIN

President