



May 17, 2022

Dr. Elizabeth S. Quevedo

Head, Department of Pure and Applied Chemistry (DoPAC)
Visayas State University
Visca, Baybay City, Leyte

Dear *Dr. Quevedo*

This is to request the services of **Ms. Helen Grace F. Oracion, RCh** as Affiliate Faculty of the Institute of Tropical Ecology and Environmental Management (ITEEM) for this semester (2nd Sem.), the School Year 2021–2022. As affiliate faculty, Ms. Oracion is requested to help the BS Environmental Science graduating students with the water analyses needed for their undergraduate thesis.

I am hoping for your favorable action on this request, and thank you in advance for your cooperation.

Very truly yours,


ELIZA D. ESPINOSA
Director

Conformé:

HELEN GRACE F. ORACION
Instructor, DoPAC

Approved:

ELIZABETH S. QUEVEDO
Head, DoPAC

c.c.: HGF Oracion
ITEEM