



December 14, 2021

DR. EDGARDO E. TULIN

President

Visayas State University

Dear **Dr. Tulin**:

This is to recommend **Ms. Chona A. Brit** as Officer-in-Charge of Office of the Head of Admission (OHA) on December 20-23, 2021. I will be on leave on the said dates.

She is authorized to discharge the functions of the office in addition to her official duties and responsibilities.

Hoping for your kind approval.

Very truly yours,

NANCY V. DUMAGUING

Head, Admissions Office

Conforme:

CHONA A. BRIT

Head, Student Welfare & Services

Approved:

EDGARDO E. TULIN

President