



October 28, 2022

DR. EDGARDO E. TULIN

President, VSU

Visca, Baybay City, Leyte

Thru: **DR. BEATRIZ S. BELONIAS**

VP for Academic Affairs

Visca, Baybay City, Leyte

Dear Dr. Tulin,

This is about my plan to retire on my 61st birthday on February 24, 2023. My main reason for this is to have more time with my father who is already 96 years old. The family of my niece who is living with him all along will be moving to their new-built house in November this year. My father prefers to stay in our home/house than live with his children's new household/family. Being single, I feel the obligation to stay at home with him. Besides, it has been a very long while (years) since I haven't been staying with him if I will count my time spent with him.

My physical presence in the department can be filled in by Prof. Lemuel Preciados who will be re-instating in January 2023. And, it is our hope and prayer in the department that more applicants are filing for the vacant slots left by the retirees.

I am hoping for your kind approval of this request.

Thank you very much.

Very truly yours,

The Department Personnel Committee:

MOISES NEIL V. SERINO

Member, DPC and CME Dean

BRENDA M. RAMONEDA

Member, DPC and DOE Faculty

MARIA HAZEL I. BELLEZAS

Chair, DPC and Head, DOE