



January 25, 2023

NICK FREDDY R. BELLO

OIC-Head, Office of the Head of Accounting

Visayas State University

Baybay City, Leyte

Thru: **CHIZKA MAE M. ESTALLO**

Remittance In-charge

Office of the Head of Accounting

Dear Sir:

The following employees as listed below hereby authorize Mr. Norberto M. Managbanag to act on their behalf to get the BIR Form 2316 - Certificate of Compensation Payment/Tax Withheld from your office.

No.	Name (Last Name, First Name, Middle Initial)	Signature
1	Bandibas, Yhena L.	
2	Bandibas, Kevin Nick S.	
3	Insik, Maria Robelyn A.	
4	Jansalin, Jacob Glenn F.	
5	Lina, Vivian P	
6	Puray, Jailenn Jannarlane S.	
7	Quevedo, Elizabeth S.	
8	Ramal, Allan A.	
9	Salas, Felix M.	
10	Salas, Yssakhar A.	
11	Tripole, Mark Ryan R.	
12	Vasquez, Atoz A.	

Please acknowledge receipt hereof.

Very truly yours,

ELIZABETH S. QUEVEDO

Head, DoPAC