



February 18, 2022

**MRS. ROBERTA S. MIRAFLORE**

Head, Office of the Head of Records and Archives  
Visayas State University  
Visca, Baybay City, Leyte

Dear **Mrs. Miraflor**:

This is to authorize Mr. Arturo B. Alba, Jr., administrative staff of the Institute of Human Kinetics to process for the request of the Certification of TPES Summary of Ratings for 2016-2019 of the following IHK faculty for NBC Cycle 8 Evaluation (please see attached list). Mr. Alba will also claim the documents on our behalf.

Truly yours,

**CHARIS B. LIMBO**  
Director, IHK