



**VISAYAS**  
STATE UNIVERSITY



**DEPARTMENT OF  
ECONOMICS**

September 13, 2023

**Dr. Charis B. Limbo-Rivera**

Head

Department of Institute of Human Kinetics

Visayas State University

Visca, Baybay City

**Dear Dr. Limbo:**

Our BSEcon Program major in Business Economics will undergo COPC Certification. Currently, we are in the process of compiling/gathering the needed documents. In this regard, we would like to request copy of the following from your office:

1. Updated Faculty Matrix
2. Updated PDS and CV of faculty
3. Transcript of Records and Diploma
4. Latest PRC (if any)

Rest assured that these pertinent documents will solely be used for the said purpose.

Thank you very much for your favorable approval to this request.

Very truly yours,

**ZYRA MAY H. CENTINO**  
Head, DoEcon

**DEPARTMENT OF ECONOMICS**

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