



OFFICE OF THE DIRECTOR FOR PHYSICAL PLANT

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January 1, 2022

Dr. Edgardo E. Tulin President VSU, Baybay City, Leyte

Sir:

The appointment of **Mr. Nicolas Nelson R. Valenzona** will expire on January 1, 2022. Since his services are still very much needed in Physical Plant Office, renewal of his appointment as Administrative Aide V (Painter I), is hereby highly recommended.

Very truly yours,

MARTON G. BURLAS Unit, Head

Recommending Approval:

DANIEL LESIE S. TAN VP. For Admin, & Finance

Approved:

EGARDO E. TULIN President, VSU



Vision: Mission: