



May 16, 2022

Dr. Edgardo E. Tulin
President

Visayas State University
Visca, Baybay City, Leyte


Dear President Tulin:

I wish to recommend Mr. Kenneth Oraiz to act as Officer-In-Charge of the Department of Soil Science on May 18, 19 & 20, 2022 or until my return. I will be on leave on the said date.

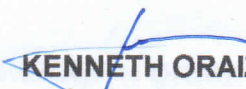
As OIC, Mr. Oraiz is authorized to discharge the duties and functions of Department Head as well as my academic and research responsibilities in addition to her regular duties and responsibilities as Instructor.

Thank you very much.

Very truly yours,


SUZETTE B. LINA
Head, DSS

Conforme:


KENNETH ORAIZ
Instructor I

Recommending Approval:

VICTOR B. ASIO
Dean, CAFS

BEATRIZ S. BELONIAS
Vice Pres for Academic Affairs