

8 August 2023

BEATRIZ S. BELONIAS

Vice President for Academic Affairs
Visayas State University

Dear **Dr. Belonias**:

Greetings.

Please see attached of the amended Individual Faculty Workload (IFW) of Mr. Charlie S. Andan and Mr. Charlindo S. Torrion for 2nd Semester A.Y. 2022-2023. The approved IFW is amended because the research and extension program came later after the IFW was submitted to your office.

The approved IFW is likewise attached for your reference especially in making the summary.

Very truly yours,

CHARLIE S. ANDAN

Head, Department of Meteorology

Noted:

JANNET C. BENCURE . Ph. D.

Dean, College of Engineering & Technology