



January 5, 2022

DR. EDGARDO E. TULIN

President

Visayas State University

VSU, Visca, Baybay City, Leyte

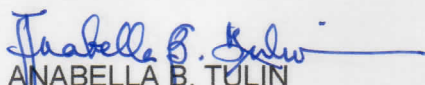
Thru: Dr. Beatriz S. Belonias
VP for Academic Affairs

Dear Sir,

I would like to request to recall my forced leave dated December 20, 21, 22, 23 and 24, 2021. Since I have spent this time in the office and on WFH since there was no power connection and internet connectivity in the office. During the said dates I have been writing year end reports, attending UADCO meeting, making the recommendation for the staff and RA renewals, finalizing the article for the 2021 Science and Humanities Journal, signing various documents such as payrolls and making terminal report for DA-BAR Project.

Hoping for your kind consideration.

Very truly yours,


ANABELLA B. TULIN

Dean, ODGS/University Professor

Recommending Approval:

BEATRIZ S. BELONIAS

VP for Academic Affairs

Approved:

EDGARDO E. TULIN

President