

21 December 2021

**DR. EDGARDO E. TULIN**

President  
Visayas State University  
Baybay City, Leyte

Dear **Dr. Tulin**:

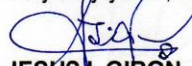
Greetings!

Please accept this letter as my formal resignation being a Security Guard II of our University effective January 3, 2022. My case which presently bothers me a lot and hampering me to perform my duties and responsibilities well, as a security guard, is the main reason of my resignation.

I appreciate the opportunity for growth and development you have provided during my tenure. Thank you very much for your concern, guidance and support.

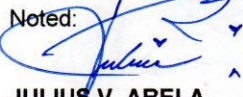
Please let me know how I can be of help during the transition period. I pray that our God, the Lord Jesus Christ blessed you and the University as the time goes on.

Very truly yours,



**JESUS I. GIRON**  
Security Guard II

Noted:



**JULIUS V. ABELA**  
Head, OUDRRM

Approved:

**EDGARDO E. TULIN**

President