



01 December 2021

**Dr. Ma. Rachel Kim L. Aure**

Director, Instruction and Evaluation

Dear Dr. Aure:

Greetings as we approach this Yuletide season!

The undersigned received APB excerpt regarding faculty eligibility to receive additional service credits following development of learning resources/guides. The APB resolution further encouraged to submit proof of output to ODIE.

Relative to this, may I humbly request your good office to provide us certification that the following faculty members (*reflected below*) submitted their pieces of work. Such document of attestation will serve as attachment to our letter to PRPEO.

1. Baldonado, Christian Vie
2. Calungsod, Phoebe Lynn
3. Daiz, Devianne Jane
4. De Los Santos, Janet Alexis
5. Gapasin, Ciedelle Honey Lou
6. Tolibas, Michelle

Hoping for an affirmative response on this matter.

Thank you and continued success!

In caring I remain,

**JOEL REY U. ACOB**  
Dean