

## OFICE OF THE HEAD FOR INTERNAL AUDIT

Visca, Baybay City, Leyte, PHILIPPINES Telefax: (053) 5650600 loc 1045 Email: internal.audit@vsu.edu.ph Website: www.vsu.edu.ph

July 5, 2022

MRS. HONEY SOFIA V. COLIS OIC Director, ODHRM VSU, Baybay City, Leyte

Dear Mrs. Colis.

Submitting herewith the leave record of Dr. Justino Marudo Quimio after a thorough audit/review per OP Memo No.. 417 s 2019 dated November 28, 2019.

Attached documents are as follows:

- 1. Leave Record
- 2. Copy of leave applications
- 3. Service Record
- Audited VL/SL balance.

Please note that my audit of Dr, Quimio's data was until April 8, 2022.

I hope you find them in order.

Respectfully,

MARIA TERESA A. CRUZ

Head

