



TROPICAL ECOLOGY AND ENVIRONMENTAL SCIENCE

April 30, 2025

Dr. Prose Ivy G. Yepes

President Visayas State University Visca, Baybay City, Leyte

Dear Dr. Yepes,

This is to submit the 2025 Compensatory Day-Off (CDO) schedule of the following faculty members of this Institute for your approval:

NAME OF FACULTY	AVERAGE TOTAL WORKLOAD*	NO. OF DAYS EQUIVALENT	INCLUSIVE DATES FOR CDO
Ms. Kleer Jeann G. Longatang	54.78	10	May 14-16, 22-23September 1-5
Ms. Angelita B. Orias	54.74	10	 June 13 July 18, 21 August 12–15 & 22 December 26, 29

^{*}Average Total Workload is based on the approved 2nd Semester 2023–2024 and 1st Semester 2024–2025 Individual Faculty Workload.

Very truly yours,

TEOFANES A. PATINDOL

Director

Recommending Approval:

RENEZITA S. COME

Dean, Faculty of Forestry and Environmental Science

ROTACIO S. GRAVOSO

Vice-President for Academic Affairs

Approved:

PROSE IVY G. YEPES

President



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