



December 7, 2021

DR. EDGARDO E. TULIN
President
Visayas State University
Visca, Baybay City, Leyte
6521

Thru: **DR. BEATRIZ S. BELONIAS**
Vice-President for Academic Affairs and
Chairperson, Academic Personnel Board

Dear **Dr. Tulin**:

Greetings!

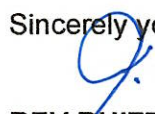
We would like to inform you that **Prof. Hannah Rissah F. Abad**, faculty of the Department of Physics, who is currently on extended maternity leave, is requesting to adopt the work from home scheme until December 31, 2021 because of health risk concerns for her newborn baby during this COVID-19 pandemic (please see the attached file). Her maternity leave extension is due to expire on December 8, 2021.

In line with this, the Department of Physics personnel committee would like to recommend her request for your approval.

We are hoping for your favorable response regarding this matter.

Thank you very much.


Sincerely yours,


REV RHIZZA L. AURE
Head, DPhys and
Chairperson, Personnel Committee


MARLON F. SACEDON
Member


FLORENCE ADELYN O. ARMADA-CASTIL
Member


JEFFREY LLOYD L. CAGANDE
Member


OLIVER D. SEMBLANTE
Member



Noted:

MA. THERESA P. LORETO
Dean, CAS

Recommending Approval:

ELWIN JAY V. YU
Chief, USHER

Recommending Approval:

BEATRIZ S. BELONIAS
Vice-President for Academic Affairs and
Chairperson, Academic Personnel Board

Approved:

EDGARDO E. TULIN
President