



May 16, 2022

DR. EDITHA G. CAGASAN
OIC Head, Department of Development Communication
VSU, Baybay City, Leyte

Dear Dr. Cagasan:

My warmest greetings!

This is with reference to my letter to you dated April 8, 2022, on the Department of Development Communication's pending accountabilities with VSU Pavilion in 2016 and 2019.

Kindly send back to us the confirmation form attached to my letter. This is an erratum to the statement "Failure to return the confirmation form attests to the correctness of your accountability." The confirmation form is our supporting document and needs to be returned with notes, signature, and date on or before May 20, 2022.

My apologies for the inconvenience.

Respectfully,

MARIA TERESA A. CRUZ
Head