



## DEPARMENT OF LIBERAL ARTS AND BEHAVIORAL SCIENCES

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February 7, 2022

Dr. Daniel Leslie S. Tan Vice President for Administration and Finance Visayas State University Baybay City Leyte

Dear Dr. Tan,

Greetings!

I am Ms. Bethlehem A. Ponce, a faculty from the Department of Liberal Arts and Behavioral Sciences. I would like to request a copy of my service record for the NBC  $461-8^{th}$  cycle. Hoping for a positive response. Thank you and God bless!

Sincerely,

Bethlehem A. Ponce Faculty, DLABS

Approved by:

<u>Daniel Leslie S. Tan</u> Vice President for Administration and Finance

