



**VISAYAS**  
STATE UNIVERSITY

**OFFICE OF THE HEAD OF  
RECORDS AND ARCHIVES**

G/F Administration Building  
Visca, Baybay City, Leyte, 6521-A PHILIPPINES  
Phone: (053) 565-0600/Local: 1065  
Email: ohra@vsu.edu.ph  
Website: www.vsu.edu.ph

**REQUEST FOR INFORMATION/RECORD**

Date: 08/04/2022

Name of Requestor: Ea Kristine Clarisse B. Tuhin

Address: Visca, Baybay City, Leyte

Contact Number: 0917 310 8081

E-mail address: eakristine8995@gmail.com

Proof of Identity: VSU ID

ID No.: V00953

Requested Information:

Service Record

Certificate of Employment

Certificate of Summary for TPES Rating (July 2016-June 2019)

No. of copies: 1

Reason & intended use of requested information/document

NBC 461 - 8<sup>th</sup> cycle

Genelyn M. Apas

Name & Signature of Requestor/Representative

**Action on the request:**

Approved:

**RYSAN C. GUINOCOR**

Director, ODAS and FOI Decision Maker

Evidence of payment: OR No. 0609116 Date: 3/7/22 Amount: 451

Disapproved:

**RYSAN C. GUINOCOR**

Director, ODAS and FOI Decision Maker

Remarks/reason for disapproval:

**Vision:**  
**Mission:**

A globally competitive university for science, technology, and environmental conservation.  
Development of a highly competitive human resource, cutting-edge scientific knowledge  
and innovative technologies for sustainable communities and environment.

Page 1 of 1

FM-REC-02  
v2 12-17-2021

No.