

## OFFICE OF THE HEAD FOR INTERNAL AUDIT

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March 13, 2023

MRS. HONEY SOFIA V. COLIS OIC Director, ODHRM VSU, Baybay City, Leyte

Dear Mrs. Colis:

The result of the audit of the vacation and sick leave balances of Professor Eduardo Olivas Mangaoang as of September 29, 2022 are as follows:

ram returning herewith the leave records of Professor Eduardo Olivas Mangaoang aπer conducting verification per OP Memo No. 417 s 2019 dated November 28, 2019.

The attached documents are as follows:

- 1. Leave Record
- 2. Leave file folder
- Service Record
- 4. Audited VL/SL balance.

I hope you find them in order.

Respectfully yours,

MARIA TERESA A. CRUZ

Mission:

Head

**NOTE:** This document supersedes the previous Vacation and Sick leave balances issued Dec 16, 2022 on above mentioned retiree.



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