

August 7, 2023

Dr. Edgardo E. Tulin
President
Visayas State University
Visca, Baybay City, Leyte

Dear *Dr. Tulin*,

This is to recommend the leave status of the faculty of the Institute of Tropical Ecology and Environmental Management (ITEEM) for the School Year 2023–2024 as **Vacation/Sick Leave**. All faculty members of the Institute are handling, not only academic and other related responsibilities, but also research and extension duties.

NAME OF FACULTY	STATUS	CURRENT DESIGNATIONS AND R&D PROJECTS
Dr. Marlito M. Bande	Vacation-Sick Leave	<ul style="list-style-type: none"> OIC, Biodiversity Center R & D Projects: <ul style="list-style-type: none"> ➤ ECoSAP Project, PL/SL ➤ KALAH-CIDDS Project, CL ➤ NRM-Based Extension Project, CL
Dr. Eliza D. Espinosa	Vacation-Sick Leave	<ul style="list-style-type: none"> Director, ITEEM Head, ITEEM-AED VSU Pollution Control Officer R & D Projects: <ul style="list-style-type: none"> ➤ CRM Extension, PL/CL ➤ CRM Research, SL
Ms. Kleer Jeann G. Longatang	Vacation-Sick Leave	<ul style="list-style-type: none"> ITEEM Secretary Waste Mgt Committee Secretary R & D Projects: <ul style="list-style-type: none"> ➤ ECoSAP Project, SL ➤ KALAH-CIDDS Project, CL ➤ NRM-Based Extension Project, PL
Engr. Jimmy O. Pogosa	Vacation-Sick Leave	<ul style="list-style-type: none"> Head, ITEEM-TED R & D Projects: <ul style="list-style-type: none"> ➤ ECoSAP Project, SL ➤ KALAH-CIDDS Project, PL/CL ➤ NRM-Based Extension Project, CL

We hope this recommendation merits a favorable action from your office.

Thank you very much, and more power.

Very truly yours,

ITEEM PERSONNEL COMMITTEE:

KLEER JEANN G. LONGATANG
Member

JIMMY O. POGOSA
Member

MARLITO M. BANDE
Member

SENONA A. CESAR
Member

ELIZA D. ESPINOSA
Chairman & Director, ITEEM

Recommending Approval:

DENNIS P. PEQUE
Dean, College of Forestry and Environmental
Science (CFES)

MARIA JULIET C. CENIZA
VP for Research, Extension,
and Innovation

BEATRIZ S. BELONIAS
Vice-President, Academic Affairs

Approved:

EDGARDO E. TULIN
President, VSU