



March 9, 2022

Ms. Kyza Mae M. Ramoneda
Head
Department of Biotechnology
Visayas State University
Visca, Baybay, Leyte

Dear Ms. Ramoneda,

I would like to request for the services of Ms. Marciana B. Galambao, as an affiliate staff of the Dept. of Soil Science effective 2nd Semester of SY 2021 – 2022. Ms. Galambao will also serve as Student Research Committee member in the department.

Thank you very much for your continued support.

Very truly yours,

SUZETTE B. LINA
Head, DSS

Conforme:

MARCIANA B. GALAMBAO
Faculty, Department of Biotechnology

Approved:

KYZA MAE M. RAMONEDA
Head, Department of Biotechnology

Recommending Approval:

VICTOR B. ASIO
Dean, CAFS

BEATRIZ S. BELONIAS
Vice Pres. for Academic Affairs

Cc: Ms. Galambao
Dept. of Biotech
DSS