



September 22, 2022

Edgardo E. Tulin, PhD
President
Visayas State University

Thru: Daniel Leslie Tan
Vice President for Administration and Finance

Dear Sir:

The DoPAC Personnel Committee (DPC) is requesting for 22-days work of Ms Noreve Jean M. Agad, Chemical Technician (JO) to assist in the preparation of laboratory set up/glasswares/reagents/equipment needed in the conduct of chemistry laboratory classes which are scheduled from 7:00 am to 7:00 pm Monday to Friday, 1st Semester AY 2022-2023.

Attached is the laboratory class schedules for 1st Semester AY 2022-2023.

Thank you for the positive response to this request.

Very truly yours,

ELIZABETH S. QUEVEDO
Chair, DPC

VIVIAN P. LINA
Member, DPC

MARIA ROBELYN A. INSIK
Member, DPC

JACOB GLENN F. JANSALIN
Member, DPC
FELIX M. SALAS
Member, DPC

Recommending Approval:

MA. THERESA P. LORETO
Dean, CAS

DANIEL LESLIE S. TAN
VP for Admin. & Finance

Approved:

EDGARDO E. TULIN
President