



18 May 2022

DR. EDGARDO E. TULIN

President
Visayas State University
Visca, Baybay City, Leyte

Thru: **DR. BEATRIZ S. BELONIAS**
Vice President for Academic Affairs

DR. MARIA JULIET C. CENIZA
Vice President for Research, Extension and Innovation

Dear **Dr. Tulin**:

The undersigned would like to recommend the leave status of the following faculty members of the Department of Meteorology with their respective responsibilities for the School Year 2022-2023.

Faculty	Leave Status	Assignment
1. Mr. Charlie S. Andan	Vacation/ Sick Leave	<ul style="list-style-type: none">FacultyDepartment Head, effective March 2022
2. Mr. Raymond Jess G. Goliat	Vacation/ Sick Leave	<ul style="list-style-type: none">FacultyComponent Leader: Weather and Atmospheric Information Services (Project WAIS)Department Secretary
3. Engr. Rotsen B. Labisores	Teacher's Leave	<ul style="list-style-type: none">Faculty
4. Mr. Daniel C. Lor	Teacher's Leave	<ul style="list-style-type: none">Faculty
5. Mr. Charlindo S. Torrion	Vacation/ Sick Leave	<ul style="list-style-type: none">FacultyProject Leader: Weather and Atmospheric Information Services (Project WAIS)

Respectfully yours,

CHARLIE S. ANDAN
Head, Department of Meteorology

Noted:

DR. JANNET C. BENCURE
Dean, College of Engineering & Technology

Recommending Approval:

DR. BEATRIZ S. BELONIAS

Vice President for Academic Affairs

DR. MARIA JULIET C. CENIZA

Vice President for Research, Extension and Innovation

Approved:

DR. EDGARDO E. TULIN

President