

## OFFICE OF THE HEAD OF **RECORDS AND ARCHIVES**

G/F Administration Building Visca, Baybay City, Leyte, 6521-A PHILIPPINES Phone: (053) 565-0600/Local:1065 Email: ohra@vsu.edu.ph

Website: www.vsu.edu.ph

## REQUEST FOR INFORMATION/RECORD

	Date: 18 Feb 2022
Name of Requestor: Maria Aurora T.W. Tabada	
Address: GRC, VSU	
Contact Nos.: 0917 . 717 . 4514	E-mail address: tess tabada o usu edu.pi
Proof of Identity:	ID No.: <u>V-00496</u>
Requested Information:	
No. of copies:	
Reason & intended use of requested information/docur	nent
Signature of Requestor/Representative	
Action on the request:	
Approved:	
RYSAN C. GUINOC Director. ODAS and FOI Dec	
Evidence of payment: OR No Date:	Amount:
Disapproved:	
RYSAN C. GUINOCO Director. ODAS and FOI Deci	
Remarks/reason for disapproval:	