



August 16, 2022

**Dr. EDGARDO E. TULIN**

University President

Visayas State University

Visca, Baybay City, Leyte

**Dear Dr. Tulin,**

In connection with my travel to Manila on August 18-19, 2022. I would like to recommend **Dr. Marlito M. Bande**, as Officer-in-Charge (OIC) of the Institute of Tropical Ecology & Environmental Management (ITEEM) to take charge of my responsibilities on the said dates until my return.

AS OIC, **Dr. Bande** is authorized to discharge the functions of the ITEEM in addition to his present duties and responsibilities.

Very truly yours,

**ELIZA D. ESPINOSA**

Director

Conforme:

**MARLITO M. BANDE**

OIC Director, Biodiversity Center

Recommending Approval:

**DENNIS P. PEQUE**

Dean, CFES

Approved:

**EDGARDO E. TULIN**

University President