



January 17, 2022

Dr. BEATRIZ S. BELONIAS

Vice President of Academic Affairs

Visayas State University

Visca, Baybay City, Leyte

Dear **Ma'am**:

Respectfully submitting to your office the expected date of reporting of the DFS Faculty on Teacher's Leave status as indicated below:

Name of Faculty	Leave status	Reporting date
Dr. Renezita S. Come	Teacher's Leave	January 10, 2022
Dr. Justino M. Quimio	Teacher's Leave	Not yet reported

For your information and reference.

Very truly yours,


ANATOLIO N. POLINAR
Head, DFS

Noted by:

DENNIS P. PEQUE
Dean, CFES

BEATRIZ S. BELONIAS
Vice President of Academic Affairs