



March 28, 2022

Dr. EDGARDO E. TULIN


University President
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Tulin,

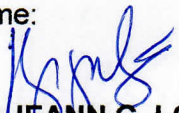
In connection with my travel on March 29 & 31, 2022. I would like to recommend **Ms. Kleer Jeann G. Longaang**, as Officer-in-Charge (OIC) of the Institute of Tropical Ecology & Environmental Management (ITEEM) to take charge of my responsibilities on the said dates until my return.

AS OIC, **Ms. Longatang** is authorized to discharge the functions of the ITEEM in addition to her present duties and responsibilities.

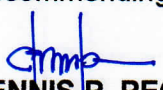
Very truly yours,


ELIZA D. ESPINOSA
Director

Conforme:


KLEER JEANN G. LONGATANG
Instructor, ITEEM

Recommending Approval:


DENNIS P. PEQUE
Dean, CFES

Approved:

EDGARDO E. TULIN
University President