



June 23, 2022

Dr. EDGARDO E. TULIN
University President
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Tulin,

In connection with my official travel to Inopacan, Leyte on June 24, 2021. 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
Professor &
OIC Director, Biodiversity Center

Recommending Approval:

DENNIS P. PEQUE
Dean, CFES

Approved:

EDGARDO E. TULIN
University President