

OFFICE OF THE HEAD OF RECORDS AND ARCHIVES

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2 March 2022

Dr. Edgardo E. Tulin

President Visayas State University VSU, Baybay City, Leyte

Thru: Dr. Daniel Leslie S. Tan

Vice President for Admin. & Finance

& Chairman, NAPB

Sir:

Greetings!

Please be informed that I am retiring from the government service effective July 1, 2022.

I am very grateful for the opportunities and experiences afforded me during my 44 years of service in the university.

Thank you & more power!

Very truly yours,

GRACIANA M. ESPINOSA

Administrative Aide VI

Noted:

MARIA ROBERTA S. MIRAFLOR

Head, OHRA

Recommending Approval:

DANIEL LESLIE S. TAN

Vice President for Admin. & Finance & Chairman, NAPB

Approved:

EDGARDO E. TULIN

President

cc: OHRA, ODHRM, File



Vision: Mission: