





## INSTITUTE OF TROPICAL ECOLOGY AND ENVIRONMENTAL MANAGEMENT

Visca, Baybay City, Leyte, 6521-A, Philippines Telephone: +63 53 563-7497 / 53 565-0600 (local 1052) Email: iteem@vsu.edu.ph | Website: www.vsu.edu.ph

May 18, 2023

DR. EDGARDO E. TULIN

University President Visayas State University Baybay City, Leyte

Dear Dr. Tulin:

This is to recommend the renewal of appointment of casual employee of ITEEM – VSU effective July 01, 2023 to December 31, 2023.

Name Position Title Daily Rate Source of Funds CECILIO M. BENITEZ Administrative Aide I 590.91 General Fund A.I.A

Very truly yours,

**ELIZA D. ESPINOSA** 

Director, ITEEM

Availability of Appropriation/Funds Personnel Clearance:

**ALICIA M. FLORES** 

Head, Budget Division

**HONEY SOFIA V. COLIS** 

OIC Director, ODHRM

Recommending Approval:

MARIA JULIET C. CENIZA

Vice President for Research, Extension & Innovation

**DANIEL LESLIE S. TAN** 

Vice President for Administration & Finance

Approved:

**EDGARDO E. TULIN** University President

VSU's Vision: A globally competitive university for science, technology, and environmental

conservation.

VSU's Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

Page 1 of 1 FM-VSU-03 v0 05-04-2020

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