



VISAYAS
STATE UNIVERSITY

ECOLOGICAL FARM RESOURCES AND MANAGEMENT INSTITUTE

17 July 2023

Dr. Edgardo E. Tulin
President
Visayas State University
Visca, Baybay City, Leyte

Thru: **Dr. Maria Juliet C. Ceniza**
VP for Research, Extension, and Innovation

Dr. Beatriz S. Belonias
Chairperson, Academic Personnel Board

Dear **Dr. Tulin**:

This is to recommend that Mr. Jerome O. Arribado, director of the Ecological Farm Resources and Management Institute (Eco-FARMI), attend the scheduled training to be conducted by the Personnel Officers Association of the Philippines (POAP), a CSC-accredited learning and Development Institution. The training aims to help the director or head of office develop the skills, motives, knowledge, and attitudes necessary to successfully manage people in the workplace.

Mr. Arribado was designated as the director of the Eco-FARMI on February 1, 2023, and has not yet been able to attend any training related to his assignment, which will enhance his capabilities in performing his duties and responsibilities. Below are the details of the training.

Name of Personnel	Title of Training	Date	Venue
Mr. Jerome O. Arribado	Towards Effective Managerial Competencies	August 22-25, 2023	Eurotel, Boracay

Hoping for your favorable action on this request.

Thank you very much.

Very truly yours,

Eco-FARMI Personnel Committee:

DHENBER C. LUSANTA
Member

Study Leave
MAREJEN A. VILLAREMO
Member

- Abstain -

JEROME O. ARRIBADO
Chairman

Recommending Approval:

MARIA JULIET C. CENIZA
VP for Research, Extension,
and Innovation

BEATRIZ S. BELONIAS
Chairperson, Academic
Personnel Board

Approved:

EDGARDO E. TULIN
President

Vision: A globally competitive university for science, technology, and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.