



December 06, 2022

**DR. EDGARDO E. TULIN**

President

Visayas State University

Visca, Baybay City, Leyte

**Dear Dr. Tulin:**

This is to recommend the renewal of appointment of the said casual employee of the Office of the Head of Accounting effective January 1, 2023 to June 30, 2023.

NAME	POSITION TITLE	DAILY RATE	SOURCE OF FUND
Jhonavel R. Castil	Admin. Aide III	642.05	General Fund

Very truly yours,

**NICK FREDDY R. BELLO**

OIC-Head, Office of the Head of Accounting

Availability of Funds:

**ALICIA M. FLORES**

OIC, Budget Officer

Recommending Approval:

**DANIEL LESLIE S. TAN**

Vice-President for Administration  
and Finance

Noted:

**HONEY SOFIA V. COLIS**

OIC Director for Human  
Resource Management

Approved:

**EDGARDO E. TULIN**

President