



**VISAYAS**  
STATE UNIVERSITY



DEPARTMENT OF  
**AGRONOMY**

November 06, 2024

**Dr. Prose Ivy G. Yepes**  
University President  
Visayas State University  
Visca Baybay City, Leyte

Dear **President Yepes**:

I would like to recommend **Dr. Ulysses A. Cagasan** as Officer-In-Charge of the Department of Agronomy on November 08, 2024, or until my return. I will attend the internment of my father, who died on October 31, 2024.

As OIC, **Dr. Cagasan** is authorized to perform the duties and responsibilities of the head in addition to his regular responsibilities as a DA faculty member.

Thank you.

Very respectfully yours,

  
**LUZ G. ASIO**  
Head, DA

Conforme:

**ULYSSES A. CAGASAN**  
Professor VI

Recommending Approval:

**SUZETTE B. LINA**  
Dean, CAFS

**ROTACIO S. GRAVOSO**  
VP for Academic Affairs

Approved:

**PROSE IVY G. YEPES**  
University President

**DEPARTMENT OF AGRONOMY**

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**FM-VSU-03**  
V03 06-06-2024  
No. DA-C-24-312

