

OFFICE OF THE HEAD OF RECORDS AND ARCHIVES

G/F Administration Building Visca, Baybay City, Leyte, 6521-A PHILIPPINES Phone: (053) 565-0600/Local: 1065 Email: ohra@vsu.edu.ph Website: www.vsu.edu.ph

REQUEST FOR INFORMATION/RECORD

						Date: _	01-04	-2022
Name of Requestor:	Karen	luz	P.	Yap	_			
Address:	Visca	Bayl	ay Ci-	ry, Leyt	e			
Contact Number:		77820	0	0		ddress:	Karen.yap	@ usu.ed
Proof of Identity:	IDs				_	ID No.:		
Requested Information	1:			1 0			2 0	A
Con	py of	Service	Kewr	d Q	Certificat	e of	emplo	gmar.
No. of copies: 1 cop	y each							
Reason & intended us	e of requ	ested in	formatio	n/docum	nent			
	r NBC	Cycle	8 ev	aluation	and e	mploym	ent.	
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4								
Signature of Requesto	r/Repres	entative						
Action on the reques	t:							
Approved:								
Approved.								
				GUINOC				
	Direc	tor, OD	AS and	FOI Dec	ision Maker			
Evidence of payment:	OR No.	0606	905	Date:	2/4/22	Am	ount:	601
		0606	886		2 3 22			20
Disapproved:								8 "
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	Direc				ision Maker			
Pomarka/rassan for di	copprove	di.						
Remarks/reason for di	sappiova	11.						
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