



December 13, 2021

Dr. Angelita L. Paradero
Head, DBM
Visca, Baybay City, Leyte

Dear **Dr. Paradero**:

This is in connection with the letter of **Ms. Joviel R. Teves** as recommended by the DBM Personnel Committee on her request for extension of her time line on her study leave effective February 1, 2022 to December 31, 2022 and be given a minimum work load for this second semester under work-from-home setup since her data collection will involve adviser supervision and face-to-face interview with respondents who are mainly based in NCR and Luzon. Ms. Teves study leave contract will end this coming January 31, 2022 after availing a study leave with pay under Fellowship grant of 3 ½ years and is expected to reinstated effective February 1, 2022.

Dissertation Proposal Title: **How do Social Enterprises Recruit and Retain Workers: The Case of Social Enterprises in the Philippines**
Adviser: Dr. Raymund B. Habaradas

Activities	Dates Covered
Revision of Proposal	November 1 to November 20, 2021
Comments of Panel on Revised Proposal	November 21 to December 20, 2021
Approval of Revised Proposal	January 15, 2022
Data Collection (Interview)	January 16 to March 30, 2022
Data Analysis Final Paper Writing	March 30 to June 30, 2022
Comments of Panel on Final Paper	July 1 to July 30, 2022
Final Paper Defense	August 15, 2022
Revision of Final Paper	August 16 to September 15, 2022
Approval of Final Paper and Completion of Degree	September 30, 2022
Expected to Graduate	December 2022

Quoted hereunder is the action of the VSU Scholarship/ Fellowship Committee for Academic Staff during its meeting on November 25, 2021 with the University President's Notification.

VSFC-AS Res. No. 2407
Series of 2021

Action: Recommending approval to reinstate effective February 1, 2022 under work from home scheme and for a reduced teaching load of not less than 12 units but for one semester only.