



VISAYAS
STATE UNIVERSITY

ECO-FARM AND RESOURCE MANAGEMENT INSTITUTE

March 20, 2024

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

Dear **Dr. Yepes**:

This is to submit the 2024 Compensatory Day-Off (CDO) schedule of the Eco-FARMI faculty member for approval per Board Resolution No. 103 series of 2002:

NAME OF FACULTY (On Vacation-Sick Leave Status Only)	AVERAGE TOTAL WORKLOAD*	NO OF DAYS EQUIV.	INCLUSIVE DATES FOR CDO
Jerome O. Arribado	40.295	10	May 14 & 15, 2024 June 12 & 13, 2024 September 24, 2024 October 31, 2024 December 19, 20, 23, 27, 2024

* Average Total Workload is based on the Approved Second Semester 2022-2023 and First Semester 2023-2024 Individual Faculty Workload Record

Very truly yours,

JEROME O. ARRIBADO
Institute Director

Recommending Approval:

DENNIS P. PEQUE
VP for Research, Extension, and Innovation

BEATRIZ S. BELONIAS
VP for Academic Affairs

APPROVED:

PROSE IVY G. YEPES
University President



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INSTITUTE**
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