

## 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: March 31,2022	
Name of Requestor: Nilvin B. Badiang	
Address: Bray Gahac Baybay City Leyte -	١
Contact Number: 09631157479 / 09276271768 E-mail address: nilvin badiang 8 700 gm	ail
Proof of Identity: TIN ID No.: 705-800-643	
Requested Information: (For employment purpose) Certificate of Employment	nt
No. of copies:	
Reason & intended use of requested information/document	
tor employment purpose	
DIWIN B. BADIANG	
Name & Signature of Requestor/Representative	
Action on the request:	
Approved:	
RYSAN C. GUINOCOR	
Director, ODAS and FOI Decision Maker	
Evidence of payment: OR No. 161273 Date: 231 22 Amount: 10/	
Disapproved:	
RYSAN C. GUINOCOR  Director, ODAS and FOI Decision Maker	
Remarks/reason for disapproval:	