

June 13, 2023

Dr. Analyn M. Mazo

Head, Department of Biological Science (DBS)
Visayas State University
Visca, Baybay City, Leyte

Dear *Dr. Mazo*,

This is to request the services of **Ms. Honeylene V. Ongy** as Affiliate Faculty of the Institute of Tropical Ecology and Environmental Management (ITEEM) for the School Year 2023–2024. As affiliate faculty, Ms. Ongy will team teach the MSTREC subject TREC 205 (Biological Diversity of Tropical Ecosystems), with appropriate workload unit equivalent.

Thank you for your favorable action and support.

Very truly yours,

ELIZA D. ESPINOSA

Director

Conformé:

HONEYLENE V. ONGY

Instructor, DBS

Approved:

ANALYN M. MAZO

Head, DBS

c.c. Ongy HV
DBS
OVPA
ITEEM