



August 25, 2022

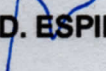
Dr. EDGARDO E. TULIN
University President
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Tulin,

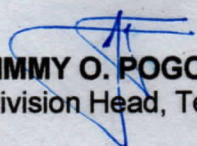
In connection with my force leave on August 26, 2022. I would like to recommend **Engr. Jimmy O. Pogosa** as Officer-in-Charge (OIC) of the Institute of Tropical Ecology & Environmental Management (ITEEM) to take charge of my responsibilities on the said dates until my return.

AS OIC, **Engr. Pogosa** is authorized to discharge the functions of the ITEEM in addition to his present duties and responsibilities.

Very truly yours,


ELIZA D. ESPINOSA
Director

Conforme:


JIMMY O. POGOSA
Division Head, Terrestrial Ecosystems Division

Recommending Approval:

DENNIS P. PEQUE
Dean, CFES

Approved:

EDGARDO E. TULIN
University President