



VISAYAS
STATE UNIVERSITY

DEPARTMENT OF
ECONOMICS

September 29, 2025

DR. PROSE IVY G. YEPES

President

Visayas State University

Visca, Baybay City, Leyte

Thru: MR. GERALD M. RIVERA

Head, Security and Safety Services

Visayas State University

Dear Dr. Yepes:

Last September 23, 2025, the Department of Economics undergo ISO Internal Audit as part of our commitment to ISO 9001:2001 compliance, and to further strengthen accountability, transparency, and continual improvement in the University's processes.

During the audit and inspection, the auditor found that our Fire Extinguisher were already expired. In this regard, we would humbly request inspection service for the fire extinguishers installed in the department to ensure if these safety devices can still be used or needs replacement.

Thank you very much and hoping for your favorable action on this request.

Very truly yours,

LEMUEL S. PRECIADOS

Head, DoE

Noted:

MARK C. RATILLA

Faculty Dean, FME

Recommending Approval:

GERALD M. RIVERA

Head, Security and Safety Services

Approved:

PROSE IVY G. YEPES

University President



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