



August 11, 2022

DR. DILBERTO O. FERRAREN  
Vice President for Planning, Resource Generation & Auxiliary Services (OVPPRGAS)  
VSU, Baybay City, Leyte

Dear Dr. Ferraren:

My warmest greetings!

This is with reference to my follow-up letter to you dated May 24, 2022, on the Office of the Vice President for Planning, Resource Generation & Auxiliary Services (OVPPRGAS) pending accountabilities with VSU Pavilion from 2020 to 2022.

Kindly send back to us the confirmation form attached to my letter dated April 29, 2022. The confirmation form is our supporting document and needs to be returned with notes as deemed necessary, signature, and date on or before August 31, 2022.

In case of non-compliance, the issuance of a corrective action request will be requested from the quality management representative.

Yours truly,

MARIA TERESA A. CRUZ  
Head