



November 26, 2021

DR. EDGARDO E. TULIN

President

Visayas State University

Baybay City, Leyte

Thru: **Dr. Maria Juliet C. Ceniza**
Vice President for Research, Development and Innovation

Dr. Beatriz S. Belonias

Vice-President for Instruction and
Chair, Academic Personnel Board

Dear **Dr. Tulin**,

Greetings!

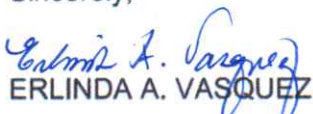
My letter of intent to avail of optional retirement on January 31, 2022, was approved. However, due to the exigency of my services in research and instruction (see supporting documents), I would like to defer my retirement from January 2022 to July 4, 2022, for the following reasons:

1. The request for five months extension of my DA-BAR funded project filed a month before the date of completion on July 31, 2021, was only acted on lately. I did not anticipate that it would be approved not until November 16, 2021, when we received the letter of approval indicating to continue the project from August 1, 2021, to March 31, 2022. I have also to produce IEC materials for the project as additional output.
2. The Head of the Department of Pest Management asked me to handle two graduate courses, both for lecture and laboratory; I used to teach for many years now in the second semester of SY 2021-2022.
3. I have two MS in Entomology students scheduled to graduate in June 2022, and they need my constant supervision while conducting their thesis.

Serving the university for another semester will give us time for the transition of leadership of ongoing projects in pest management of the center and the one who will take over the undergraduate and graduate courses I usually teach.

I am hoping for your kind consideration. Thank you.

Sincerely,


ERLINDA A. VASQUEZ