



VISAYAS
STATE UNIVERSITY

**DEPARTMENT OF
FOOD SCIENCE &
TECHNOLOGY**

December 2, 2024

Dr. Prose Ivy G. Yepes
President
Visayas State University
Visca, Baybay City, Leyte

Thru: **Dr. Suzette B. Lina**
Dean, CAFS

Dear Dr. Yepes:

I would like to recommend **Dr. Lorina A. Galvez** as Officer-in-Charge of the Department of Food Science and Technology on December 3, 2024, or until my return to the office. On this date, I will be on leave.

As OIC, **Dr. Galvez** is authorized to assume the duties and responsibilities of the department head of DFST in addition to her regular tasks as Professor.

Sincerely,

DFST24-oca fl

LYNETTE C. CIMA FRANCA
Head, DFST

Conforme:

[Signature]
LORINA A. GALVEZ
Professor

Recommending Approval:

[Signature]
SUZETTE B. LINA
Dean, CAFS

Approved:

[Signature]
PROSE IVY G. YEPES
President



Department of Food Science & Technology
Visayas State University, Baybay City, Leyte
Email: dfst@vsu.edu.ph
Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1025



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Page 1 of 1
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