



December 12, 2022

DR. EDGARDO E. TULIN

President

Visayas State University

Visca, Baybay City, Leyte

Dear Dr. Tulin:

Greetings!

My family will have the opportunity for a vacation in Malaysia on January 10-16, 2023.

With this, I would like to request for authority to travel on the said dates and to avail of the five-day educational tour privilege granted by the university to its employees.

Thank you.

Respectfully yours,


CHRISTIE CYRENE T. TAUY

Head, Office of the Student Development Services

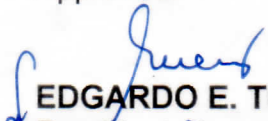
Recommending Approval:



MANOLO B. LORETO, JR.

Dean of Students

Approved:


EDGARDO E. TULIN
President *Dec 12/14/22*