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OP 5/27/24

EXTENSION OFFICE

May 22, 2024

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

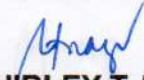
Dear **Dr. Yepes**:

A pleasant day!

The undersigned would like to ask permission from your good office that I may be granted to avail the 5 days "Educational Tour" privileged based on Memorandum Circular No. 18, 2009. The date of my educational tour is on June 10-14, 2024. I will be visiting the scenic view/beauty in Cagayan, Iligan and Malaybalay, Bukidnon (Tinago Falls, Dahilayan Forest Park and Pilgrim Churches).


Thank you and hoping for your kind consideration on this request.

Very truly yours,



SHIRLEY T. NAYRE
Administrative Aide IV

Recommending Approval:


ANTONIO P. ABAMO
Director for Extension


SANTIAGO T. PENA, JR.
VP for Research, Extension & Innovation

Approved:


PROSE IVY G. YEPES
University President

*provided pertinent policies
are strictly observed.*

