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MPSU



PHYSICAL PLANT OFFICE

September 28, 2023

DR. EDGARDO E. TULIN
University President
Visayas State University

Dear Dr. Tulin,

Greetings!

I would like to avail an "educational tour privilege" as embodied in UAdCo Resolution No. 7, s. 2008 this coming **October 13, 16, 17, 18, & 19, 2023.**

The UAdCo Resolution permits faculty and staff to go on an educational tour anywhere in the Philippines for a maximum of five (5) days on official time only.

On the dates indicated, I will visit some travel destinations in Luzon.

Hoping for your kind approval.

Respectfully,

CHARLIE MARK F. CUTAMORA
Admin. Aide III

Recommending Approval:

MARLON G. BURLAS
Head, Motor Pool Services

Approved:

EDGARDO E. TULIN
President

