



October 17, 2022

Dr. Edgardo E. Tulin  
University President  
Visayas State University  
Baybay City, Leyte

Thru: Dr. Daniel Leslie S. Tan  
VP for Administration & Finance

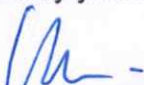
Dear Sir:

Greetings!

May I request to ~~a~~ apply for a 20 days monetization from my accumulated sick leave to help defray expenses for medical checkup, maintenance medicines and other health related expenses.

Thank you very much and hoping for your approval.

Very truly yours,

  
VICTOR B. ASIO  
College Dean

Recommending Approval:

BEATRIZ S. BELONIAS  
VP for Instruction

DANIEL LESLIE S. TAN  
VP for Admin. & Finance

Approved:

EDGARDO E. TULIN  
University President