



VISAYAS
STATE UNIVERSITY

OFFICE OF THE CHIEF OF UNIVERSITY
SERVICES FOR HEALTH, EMERGENCY AND
RESCUE (USHER)

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October 24, 2022

EDGARDO E. TULIN, PhD
President
Visayas State University
Visca, Baybay, City, Leyte

Thru: DANIEL LESLIE S. TAN, PhD
VP for Admin and Finance

Dear Sir:

I would like to apply for 20 days monetization of my leave credits. This can be of great help to my follow-up check and maintenance.

Looking forward to your favorable action on this request.

Thank you.

Very truly yours,

M. Berrame
MILDRED A. BERRAME
Dental Aide

Recommending Approval:

DR. DANIEL LESLIE S. TAN
Vice-Pres. For Admin and Finance

Approved by:

DR. EDGARDO E. TULIN
President