



September 22, 2022

**DR. EDGARDO E. TULIN**

President

Visayas State University

Visca, Baybay City, Leyte

Through: **DR. DANIEL LESLIE S. TAN**  
Vice President for Administration and Finance

Dear Dr. Tulin:

May I request your approval for monetization equivalent 60 days of my leave credit. I need financial support because I need treatment of teeth and eyes.

I hope for your favorable action on this request.

Respectfully yours,

  
**GENARO G. GODOY**  
Administrative Aide VI

Noted by:

Approved:

**ULDERICO B. ALVIOLA**  
Head, UIMC

**EDGARDO E. TULIN**  
President