



VISAYAS
STATE UNIVERSITY



NATIONAL COCONUT RESEARCH CENTER- VISAYAS

8 April 2024

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

Thru: Dr. Edgardo E. Tulin
OIC-VP for Admin & Finance

Dear Ma'am:

Greetings!

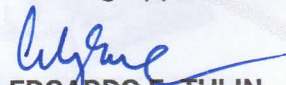
I would like to request the monetization of the 20 days of my accumulated leave. This will be used for the medical expenses and maintenance of my son. He was diagnosed with an autoimmune disease and has been maintaining medical treatment for more than 5 years already.

Thank you very much and I am hoping for an affirmative response on this request.

Very truly yours,

DARIO P. LINA
Faculty, NCRC-V

Recommending Approval:


EDGARDO E. TULIN
OIC, VP for Admin & Finance

Approved:

PROSE IVY G. YEPES
President

**NATIONAL COCONUT RESEARCH
CENTER-VISAYAS**

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