

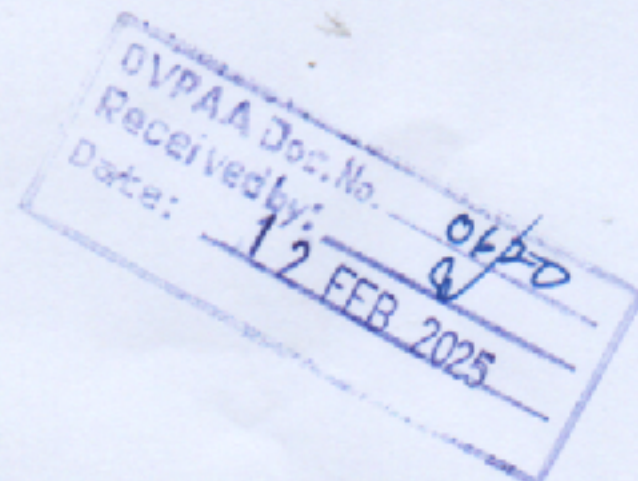


**VISAYAS**  
STATE UNIVERSITY

INSTITUTE FOR  
**STRATEGIC RESEARCH  
AND DEVELOPMENT  
STUDIES**

February 11, 2025

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



Dear Pres. Yepes,

This is to seek permission to go on leave for an educational tour abroad for five working days, March 18-24, 2025. I will join a group tour to Bangkok, Thailand on these days.

Having educators in the group, our itinerary includes visits to schools/universities that will allow us to observe and learn practices that we can adopt in our respective workplaces and/or households.

Rest assured that I will make arrangements for my classes that will be missed during my absence.

Your favorable approval of this request is greatly appreciated. Thank you so much for being ever supportive of the personal and professional development of the VSU faculty and staff.

Very truly yours,

**LILIAN B. NUÑEZ**  
Associate Professor V

Endorsed by:

**MARIA VANESSA E. GABUNADA**  
Dean, FHSS

Recommending approval:

**ROTACIO S. GRAVOSO**  
Vice President for Academic Affairs

Approved:

**PROSE IVY G. YEPES**  
President

