



NATIONAL COCONUT RESEARCH CENTER-VISAYAS

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March 24, 2023

Dr. Edgardo E. TulinPresident
Visayas State University
Visca, Baybay City, Leyte

Dear Sir:

I wish to request your kind permission that I be allowed to monetize 50% of my accumulated leave credits for CY 2023. The proceeds obtained on my leave monetization will be used for the repair and renovation of our old house.

Sincerely yours,

CJ

MARIO E. BALIAD Associate Professor III

