

OFFICE OF THE PRESIDENT

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 53 563 7067 Email: op@vsu.edu.ph

Website: www.vsu.edu.ph



www.tuv.com ID 9108658749

23 December 2021

MEMORANDUM NO: 733

Series of 2021

T 0:

Dr. Ma. Theresa P. Loreto

E:

Recall of Leave

In the exigency of the service, you are hereby recalled from your approved leave of absence on December 24, 27, 28, 29, & 31, 2021.

Anent to this, you are directed to report to your office to do your duties and responsibilities.

Please be guided be guided accordingly.

EDGARDO E. TULIN

President

CC:

OHRSPPR

Records File