



November 04, 2021

Dr. **EDGARDO E. TULIN**
President
VSU, Baybay City, Leyte



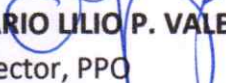
Sir:

The appointment of Mr. Roger T. Muaña will expire on November 9, 2021. Since his services are still very much needed to Motor Pool Services/PPO, renewal of his appointment as Administrative Aide VI is hereby highly recommended.

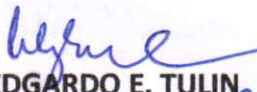
Very truly yours,


MARLON G. BURLAS
Head, Motor Pool

Recommending Approval:


MARIO LILIO P. VALENZONA
Director, PPO

Approved:


EDGARDO E. TULIN
President, VSU