



February 10, 2023

**DR. EDGARDO E. TULIN**

President

VSU, Visca Baybay City, Leyte

Thru: **Dr. Beatriz S. Belonias**

VP for Academic Affairs, & Chairman, APB

**Dear Dr. Tulin,**

The Department of Food Science and Technology is now in need of additional part-time faculty member for the following reasons:

1. Dr. Felix J. Amestoso retired last December 12, 2022 and no replacement yet until the present
2. Dr. Daclag has been given approval for de-loading due to her health status (see Annex A)
3. Mr. Mabuto, the licensed chemist hired for the Food Testing Laboratory is currently preparing for the FTL facility in order to be compliant to CATO accreditation which will hopefully be surveyed and monitored on-site in May 2023.
4. All the other faculty members of DFST are involved in several research and extension projects and in submitting results for either publications or IMs resulting to their work overload.
5. DFST is also now busy preparing the necessary documents for the COPC application of the newly approved PhD in Food Science and Technology and its subsequent offering of the program soon.

In view of this, I would like to request approval to hire one (1) part-time faculty for the 2nd semester SY 2022-2023. Attached is the projected workload of the faculty members of the department indicating the projected workload of the one to be hired on part-time status which is herewith attached as Annex B hereof.

I am hoping that this request will merit your kind approval.

Thank you very much and more power.

Very truly yours,

**THE DFST PERSONNEL COMMITTEE**

  
**LORINA A. GALVEZ**  
Member

  
**IVY S. ENNACE**  
Member

  
**LYNETTE C. CIMAFRANCA**  
Chairman & Head, DFST

Endorsed:

  
**VICTOR B. ASIO**  
Dean, CAFS