



November 24, 2021

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

Thru: **Dr. Beatriz S. Belonias**
Vice President, Academic Affairs

Dear **Dr. Tulin**,

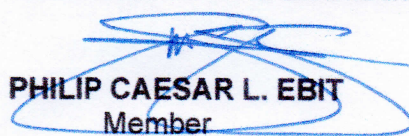
We would like to request the hiring of two (2) faculty on Instructor I positions, to replace Engr. Cleo S. Bilocura and Engr. Triponio O. Solarte Jr. Their appointment will expire on December 31, 2021. Unfortunately, they informed the department that they will not be renewing their appointments effective Second Semester of this AY 2021-2022.

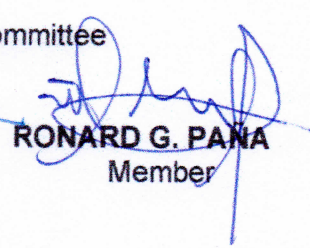
Attached herewith is a copy of the projected workload to support this request.

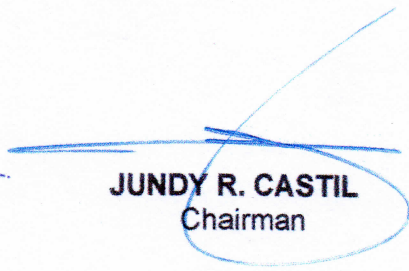
Thank you for your usual support.

Sincerely yours,

DME Personnel and Scholarship Committee


PHILIP CAESAR L. EBIT
Member


RONARD G. PANA
Member


JUNDY R. CASTIL
Chairman

Recommending Approval:

JANNET C. BENCURE
College Dean

BEATRIZ S. BELONIAS
Vice President, Academic Affairs

Approved:

EDGARDO E. TULIN
University President