



January 12, 2022

**Dr. BEATRIZ S. BELONIAS**

Vice President of Academic Affairs

Visayas State University

Visca, Baybay City, Leyte

Dear **Ma'am**:

Respectfully submitting to your office the expected date of reporting of the DFS Faculty on Teacher's Leave status as indicated below:

Name of Faculty	Leave status	Expected date of reporting
Dr. Renezita S. Come	Teacher's Leave	January 10, 2022 *
Dr. Justino M. Quimio	Teacher's Leave	January 17, 2022

\* already reported to office

For your information and reference.

Very truly yours,

  
**ANATOLIO N. POLINAR**  
Head, DFS