



November 24, 2022

DR. EDGARDO E. TULIN

President

Visayas State University

VSU, Visca, Baybay City, Leyte

Dear Dr. Tulin:

This is to recommend the appointment of the said casual employee of the office of the Dean of Graduate School (ODGS) effective JANUARY 01, 2023 until JUNE 30, 2023.

NAME	POSITION TITLE	DAILY RATE	SOURCE OF FUND
Veronico B. Almeroda	Admin Aide III	Php642.05	GENERAL FUND
Claudette Meli Hoff E. Garduce	ERA I	Php927.36	GENERAL FUND
Maricar B. Posas	ERA I	Php927.36	GENERAL FUND

Very sincerely yours,

ANABELLA B. TULIN
Dean, Graduate School

Availability of Funds:

ALICIA M. FLORES
Head, Budget Office

Noted:

HONEY SOFIA V. COLIS *onc 11-29-22*
OIC-Director
Human Resource Management

Recommending Approval:

DANIEL LESLIE S. TAN
VP for Administration and Finance

Approved:

EDGARDO E. TULIN
President