



VISAYAS
STATE UNIVERSITY

RESERVE OFFICERS' TRAINING CORPS UNIT

07 October 2025

DR CHARIS B LIMBO - RIVERA

Director, Institute of Human Kinetics
Visayas State University

Greetings, Ma'am!

The Visayas State University- Reserve Officers' Training Corps (ROTC) Unit, Visca, Baybay City, Leyte will be conducting **Opening ceremony of Cadet Officer Qualifying Course Class 01-2025 on October 11, 2025 (Saturday) at 8:30 PM** at the VSU Lower Oval Grounds.

In this connection, we would like to request from your kind office the availability of the **fifteen (15) Executive Chairs**

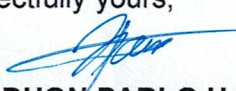
Requested equipment will be handled with utmost care and returned properly.

For further information or queries with regards to this request, you may reach the Corps S4 (Logistics Officer) of the unit, C/1LT JAYRITZ M CERNA 2CL with contact details:
0993-233-6217 cernajayritz03@gmail.com

We hope that this request, merit your consideration and approval. The VSU-ROTC Unit will always be grateful for the support that you will graciously provide.

Thank you very much and more power.

Respectfully yours,


NIEL DHON PABLO U BARCOS
C/LTC 1CL
Corps Commander



RESERVE OFFICERS' TRAINING CORPS UNIT
National Service Training Program
Visayas State University, Baybay City, Leyte
Email: nstp@vsu.edu.ph
Website: www.vsu.edu.ph



Management
System
ISO 9001:2015
www.tuv.com
ID 9108658749



Page 1 of 2
FM-VSU-03
V1 01-23-2025

No. **2025-79**