



VISAYAS
STATE UNIVERSITY

RESERVE OFFICERS' TRAINING CORPS UNIT

05 OCTOBER 2024

DR. ANDREW A. MAZO

IHK Director
Visayas State University

Dear Sir:

The Visayas State University – Reserve Officers' Training Corps Unit will be having its 6th Training Day on 04 October 2024.

In this connection, we request your kind approval to allow us to utilize the upper oval and the shady areas in front of the VSU Gymnasium for the formation of ROTC cadets from 7AM – 9AM to conduct basic dismounted drills as we await for the NSTP common module lecture inside the VSU Gymnasium at around 9 o'clock in the morning.

Rest assured that the area will be kept clean and utilized appropriately.

We hope that this request may merit your consideration and approval.

Thank you very much and more power!

Respectfully yours,

JAY B OLARTE
LTC (INF) PA
Commandant, VSU-ROTC Unit

NOTED BY:

PROF. DARIO P. LINA
NSTP Director
Visayas State University

APPROVED BY:

DR. ANDREW A. MAZO
IHK Director
Visayas State University



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 1
FM-VSU-03
V3 06-06-2024
No.