



**VISAYAS**  
STATE UNIVERSITY

DEPARTMENT OF  
**ECONOMICS**

May 23, 2025

**Dr. Prose Ivy G. Yepes**  
President  
Visayas State University  
Baybay City, Leyte

Thru:  
**Dr. Rotacio Gravoso**  
Vice President for Academic Affairs  
Visayas State University

Dear President Yepes,

Warm greetings from the Department of Economics!

In the spirit of enhancing camaraderie and promoting the mental health and well-being of our faculty, we respectfully seek the approval of your good office for the conduct of our **Annual Department Team Building Activity for 2025**. After careful deliberation and consultation within the department, we have come up with a comprehensive plan for this activity, which we humbly submit for your consideration.

The proposed activity is scheduled from **June 11 to June 16, 2025**, aligning with the Independence Day holiday and the adjoining weekend to ensure minimal disruption to academic responsibilities. We wish to inform your office that June 11 will be the first day of travel, with our departure scheduled at 8:00 PM, ensuring that regular work hours on that day will not be affected.

This year's venue will be in Siquijor, selected for its tranquil environment and cultural richness—an ideal setting to foster collegiality, team spirit, and personal well-being.

In this regard, we respectfully request the granting of this essential team building on June 13 (Friday) and June 16 (Monday), 2025. The other dates fall on regular holidays and weekends.

In anticipation of rising travel and accommodation costs, we have made early bookings for transport and lodging to ensure logistical feasibility. We sincerely hope for your kind support and favorable consideration of this request.

Thank you very much for your continued guidance and support.



**DEPARTMENT OF ECONOMICS**  
Visayas State University, Baybay City, Leyte  
Email: [doe@vsu.edu.ph](mailto:doe@vsu.edu.ph)  
Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)  
Phone: +63 53 565 0600 Local 1024



Page 1 of 2  
**FM-VSU-03**  
V3 06-06-2024  
No. DOE-2024-1C

Respectfully yours,



**LEMUEL S. PRECIADOS**

Head, Department of Economics  
Visayas State University  
Associate Professor IV  
[lemuel.preciados@vsu.edu.ph](mailto:lemuel.preciados@vsu.edu.ph)

Noted by:

**MARK C. RATILLA**

Dean, Faculty of Management and Economics  
Visayas State University  
[mark.ratilla@vsu.edu.ph](mailto:mark.ratilla@vsu.edu.ph)

Recommending Approval:

**DR. ROTACIO GRAVOSO**

Vice President for Academic Affairs  
Visayas State University

Approved by:

**DR. PROSE IVY G. YEPES**

President  
Visayas State University  
Baybay City, Leyte