



VISAYAS
STATE UNIVERSITY

**OFFICE OF THE CHIEF OF UNIVERSITY
SERVICES FOR HEALTH, EMERGENCY AND
RESCUE (USHER)**

Visca, Baybay City, Leyte 6521-A
Telefax: (053) 563-9196; 563-7510
Email: usher@vsu.edu.ph
Website: www.vsu.edu.ph

December 6, 2021

DANIEL LESLIE S. TAN, PhD
Vice President for Administration and Finance
Visayas State University
Baybay City, Leyte

Dear Sir,

An author once said, "if you fail to plan, you are planning to fail".

The University Services for Health, Emergency and Rescue is mandated to provide quality, accessible, sustainable, equitable and client-friendly health-related activities. To ensure smooth and flawless delivery of these services, the USHER has felt the need to carefully plan and meticulously craft its programs, projects, and activities for the year 2022. Thus, we would like to request permission from your office that we be allowed to conduct an in-house planning workshop on December 9 and 10, 2021 for this purpose. Rest assured that our plans take the nod and are aligned with the priorities of the Administration. Further, we wish to request your presence as well as some personnel from the Planning office to deliver words of wisdom and guide us throughout our 2-day activity.

Hoping for your continued support and consideration.

Thank you very much.

Yours's in public service,


ELWYN JAY V. YU, MD, MPH
Chief of Hospital I



Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge
and innovative technologies for sustainable communities and environment.