



VISAYAS  
STATE UNIVERSITY



RESERVE OFFICERS'  
TRAINING CORPS UNIT

14 May 2024

DR. MICHELLE A CALDA, Ph. D., RN, RM  
College Dean  
Visayas State University – College of Nursing

Greetings, Ma'am!

References:

- Standing Operating Procedure Number 04, HPA dated 22 September 2000;
- Radio message from COMPRCA with Cite Number RCPA3-OPNS-1804-2024-039.
- IMPLAN 08 - Regional Annual Administrative and Tactical Inspection (RAATI) A.Y. 2023-2024, H8RCDCG, RESCOM, PA dated 22 April 2024

In accordance with the above references, please be informed that the Visayas State University - Reserve Officer's Training Corps Unit is preparing for the Regional Annual Administrative and Tactical Inspection (RAATI) that is scheduled on 27 MAY 2024. This is a mandated yearly activity of the Reserve Command, Philippine Army that aims to measure the degree of administrative efficiency, training management proficiency, quality of training and education attained by the corps of cadets, and the extent of support provided by the school. It also intends to test the operational readiness of the ROTC unit and allow the cadets to experience the real meaning of basic soldiery.

In this connection, we would like to request for permission from your good office to let us borrow one (1) spine board, two (2) adult and two (2) infant mannequins to be used during the remaining Saturday formation from 7am – 11am in the morning and from 1pm – 5pm in the afternoon and Sunday formation from 7am – 11am in the morning for this semester and on 27 May 2024, (Monday). Rest assure that it will be handled and cleaned accordingly.

We hope that this request merit your consideration and approval.

Thank you very much and more power.

Respectfully yours,

JESON G CAPOQUIAN  
LTC (INF) PA  
Commandant

Noted:

Approved by:

DARIO P. LINA  
Director,  
NSTP Office  
DR. MICHELLE A CALDA, Ph. D., RN, RM  
College Dean,  
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Page 1 of 1  
FM-VSU-03  
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