



04 June 2024

DR. MARIA VANESSA E. GABUNADA

Head, DALL

Visca, Baybay City, Leyte

Dear Ma'am Gabunada:

Greetings, Ma'am!

References:

- A. Standing Operating Procedure Number 04, dated 22 September 2000.
- B. Radio message from COMPRCA with Cite Number RCPA3-OPNS-1804-2024-039.
- C. IMPLAN 08-Regional Annual Administrative and Tactical Inspection (RAATI) A.Y 2023-2024, H8RCDG, ARESCOM, 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 scheduled the Regional Annual Administrative and Tactical Inspection (RAATI) last May 27, 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 corp commander and the corps of cadets, and the extent of support provided by the school.

I am writing to inform you about the unfortunate circumstance that occurred during my research proposal defense. Regrettably, I was unable to defend my research proposal due to the Visayas State University Reserve Officers' Training Corps (ROTC) Unit having a Regional Annual Administrative and Tactical Inspection (RAATI) led by me C/COL VENUS T BAÑEZ 1CL on the same day.

The scheduling of the RAATI, under my leadership C/COL VENUS T BAÑEZ 1CL, was approved by the higher headquarters and the Administration of the School. This event was prearranged and mandated by the authorities, leaving me with no flexibility to reschedule or adjust the timing of my research proposal defense.

I understand the significance of defending my research proposal and the impact it has on my academic progress. Despite my dedication and preparation for the defense, the unavoidable clash in schedules prevented me from being present to present my work.

Attached herewith are the pictures, program and letter for your perusal.