



**VISAYAS**  
STATE UNIVERSITY



**MILITARY SCIENCE AND TACTICS UNIT**  
**NATIONAL SERVICE TRAINING PROGRAM**  
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05 September 2023

**DR. MICHELLE C. TOLIBAS, Ph.D., RN, RM**

Dean, College of Nursing  
Visayas State University  
Visca, Baybay City, Leyte


Dear Ma'am,

The **Visayas State University – Reserve Officers' Training Corps Unit** will be conducting its **3<sup>rd</sup> ROTC Instruction** this coming **09 September 2023, Saturday**.


In this connection, we would like to request from your kind office the availability of at least **1 Spine Board, 1 infants and 2 adults rescue mannequins** to be use during the said event. This equipment will be handled properly and returned immediately.

Thank you very much and more power to your office.

Respectfully yours,

  
**NOEL A CAGASAN**  
LTC GSC (INF) PA  
Commandant

Noted by:

  
**Joy A. Bellen**  
Director,  
NSTP Office

Approved by:

**DR. MICHELLE C. TOLIBAS, Ph.D., RN, RM**  
Dean, College of Nursing

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