





**DEPARTMENT OF AGRONOMY** 

DASS Building, Visayas State University Visca, Baybay City, Leyte PHILIPPINES 6521-A Phone: +63 565 0600 Local 1013

Email: agronomy@vsu.edu.ph Website: www.vsu.edu.ph

April 04, 2023

Dr. Edgardo E. Tulin
President
Visayas State University
Visca, Baybay City, Leyte

Through: Dr. Beatriz S. Belonias

Vice President for Academic Affairs Visayas State University Visca, Baybay City, Leyte

Dear Sir:

I request approval from your office to have a team building with the faculty and staff of the Department of Agronomy at KaleaKai Beach House, Lower Villa Jacinta, Macrohon So. Leyte, on May 11-12, 2023. This activity will foster stronger relationships among faculty and staff, improve communication effectiveness and ignite the spirit of achievement to achieve performance excellence.

In this connection, I am requesting a 2-day official time for the faculty and staff involved on the date mentioned above, as well as a university vehicle.

Thank you very much for your support.

Respectfully yours,

**RUTH O. ESCASINAS** 

Head, Department of Agronomy

Endorsed by:

VICTOR B. ASIO

Dean, CAFS

Recommending Approval:

**BEATRIZ S. BELONIAS** 

Vice President for Academic Affairs

Approved:

**EDGARDO E. TULIN** 

President

Vision:

A globally competitive university for science, technology, and environmental

conservation.

Mission:

Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

Page 1 of 1 FM-VSU-03 V1 03-13-2023 No DA-C-23- Q2