



19 July 2022

DR. MOISES NEIL V. SERIÑO

Dean, College of Management and Economics
Visayas State University
Baybay City Campus

Dear Dr. Seriño,

Greetings!

We are writing to propose a way to support Mr. Mizael Cerna who has been paying for the gasoline that he uses to be able to collect documents from the departments and deliver them to the concerned offices in VSU since April 2022. He does this twice a day. Mr. Cerna has been assigned to serve as messenger of the following offices: CME, DBM, DOE, and DDC for two hours a day.

According to Mr. Cerna there are plans in the Office of the General Services to support the messengers on the fuel cost; however, it may take a while to approve and implement.

Hence, we are proposing that the departments under the CME that employ Mr. Cerna's messengerial service share the fuel expenses. This is to immediately support Mr. Cerna who is solely shouldering the delivery cost of VSU's official documents. According to Mr. Cerna, a contribution equivalent to five liters of gasoline per month is already a just cost-sharing.

Furthermore, we also propose that we send a letter to the GSD so that this matter of support to VSU messengers will be dealt with accordingly and in a just manner since the delivery of documents has implications on the performance of the staff as well.

We hope for your kind consideration of this proposal. Thank you very much.

Sincerely yours,

LILIAN B. NUÑEZ

Director, ISRDS