



DEPARTMENT OF
AGRONOMY

April 11, 2024

Dr. Prose Ivy G. Yepes
University President
Visayas State University (VSU)
Visca, Baybay City, Leyte

Through: **Dr. Beatriz S. Belonias**
Vice President for Academic Affairs
Visayas State University

Dear **President Yepes**:

We are requesting approval from your beloved office regarding our team-building activity with the faculty and staff of the Department of Agronomy, Visayas State University (VSU), Visca, Baybay City, Leyte. The group decided during our monthly meeting that we will conduct our team-building activity in San Pablo Island, Hinunangan, Southern Leyte on May 16-17, 2024. As part of making our department's manpower strong for the preparation of the upcoming final examination, and strenuous efforts in advising and reviewing undergraduate and graduate students' theses, the faculty and staff need socialization before the upcoming stressful undertakings. Besides, this activity will foster stronger relationships and camaraderie among faculty and staff, enhance communication skills, and ignite the spirit of unity and excellence in the attainment of the department's goals in imparting greater contribution to the University's performance targets.

In this light, we may request a 2-days official time (May 16-17, 2024), and a vehicle from VSU to Southern Leyte, and return for us to be involved in a more concerted effort for the realization of this endeavor.

Thank you very much for your continued support.

~~Respectfully yours,~~

DIONESIO M. BAÑOC
Head, Department of Agronomy

Endorsed by:

VICTOR B. ASIO
Dean, CAFS

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

Approved:

PROSE IVY G. YEPES
University President



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