



VISAYAS
STATE UNIVERSITY

DEPARTMENT OF
ECONOMICS

September 3, 2025

ENGR. PHLOEM D. CALUPO

Head, Plumbing and Sanitation Unit
General Services Office
Visayas State University, Visca, Baybay City

Subject: Request for Rescheduling Plumbing and Grinding Works to Avoid Class Disruptions and Noise Pollution on Weekends

Dear **Engr Calupo**,

I hope this message finds you well.

I am writing on behalf of the Department of Economics to formally request the rescheduling of the ongoing plumbing and grinding works currently being carried out by the Plumber and maintenance teams.

Our department holds regular classes from **7:00 AM to 7:00 PM**, including noon-time sessions in both face-to-face and online classes (graduate students -MAGDEV Program), Monday to Friday. The current schedule of maintenance works, particularly those involving high-noise activities such as plumbing and grinding, has led to significant noise pollution. This has caused repeated disruptions to both lectures and student concentration, and working faculty and staff, adversely affecting the learning environment.

In light of this, we kindly request that these high-noise activities be rescheduled to **weekends** or outside of the department's regular class hours to minimize classroom disturbances and uphold the academic integrity of our sessions.

We understand and value the importance of these necessary maintenance activities, especially since we are the requesting party of the said repair. We would greatly appreciate your cooperation in ensuring that they are conducted at more suitable times. We hope that this letter requesting rescheduling will not delay the said repair request.

Thank you for your attention and support. Please feel free to contact me should you require any clarification or wish to discuss alternative arrangements.

Sincerely,

BABYLYN C. LAMBERT

Faculty, Department of Economics
Visayas State University



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