



**VISAYAS**  
STATE UNIVERSITY



**NATIONAL SERVICE  
TRAINING PROGRAM**

28 August 2024

**Dr. Moises Neil V. Serio**

Vice President for Planning, Resource  
Generation and Auxiliary Services, and  
Chair Person, VSU Housing Committee

Dear **Dr. Serio**:

Greetings!

This letter is in connection with the assigned Administrative Non-Commissioned Officer of the VSU ROTC Unit. This person is a regular member of the military. He has administrative functions and works to supervise all admin staff of the ROTC component of our NSTP in addition to his being the alter ego of the commandant. As usual, our regular ROTC formation is held every Saturday and the Admin NCO often arrives on the afternoon of Friday to make all necessary preparations. But he has no place to accommodate himself after his work on Friday night.

On this note, I would like to request consideration for us to extend favor to this military personnel working for our very own ROTC Unit. There is a simple quarter resided by two security guards at the back of our high school Gabaldon building. After the retirement of SG Alex Rabor and the other SG has transferred to a better shelter, the place now is being occupied by a high school staff. So there is still a space that might serve the purpose I mentioned above. If due consideration be given to us, the NSTP office would be so happy to facilitate a little improvement of the said quarter to make it a little decent and fit to stay with.

Thank you and hoping for your favorable action on this request.

Truly yours,

**DARIO P. LINA**

Director, NSTP

Recommending Approval:

Approved:

**ALELI A. VILLOCINO**

VP for Student Affairs Services

**MOISES NEIL V. SERIO**

VPPRGAS /Chair Person, VSU Housing Committee



**NSTP OFFICE**

Visayas State University, PQRR+MM3 Baybay City, Leyte

Email: [nstp@vsu.edu.ph](mailto:nstp@vsu.edu.ph)

Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)

Phone: +63 53 565 0600 Local 1127



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