



15 May 2024

Dr. Anatolio N. Polinar
Head, Department of Forestry
Visca, Baybay City, Leyte

Greetings, Sir!

The VSU Reserve Officers Training Corps (ROTC) Unit, ViSCA, Baybay City, Leyte will seek your approval for a Civil Military Operations (CMO) activity – specifically, a Tree Planting Activity.

The primary objective of this activity is to actively involve the VSUROTC Unit in environmental stewardship while fostering a sense of responsibility towards the well-being of our community. As advocates for sustainable practices, we believe that tree planting has a meaningful contribution to our local community.

Moreover, we would like to request an area for us to conduct the said activity.

Details of the proposed Tree Planting Activity:


- Date: 18 May 2024 (Saturday)
- Time: 07:00 AM
- Participants: 40 VSUROTC Unit Cadets

We are enthusiastic on collaborating with the department to ensure the success of this activity.

We hope that this request will merit your consideration and approval.

Thank you very much and more power.

Respectfully yours,


JESON G. CAPOQUIAN
LTC (INF) PA
Commandant

Noted by:

DARIO P. LINA
Director, NSTP Office

Approved by:

Dr. Anatolio N. Polinar
Head, Department of Forestry