



**VISAYAS**  
STATE UNIVERSITY

INSTITUTE FOR  
**STRATEGIC RESEARCH AND  
DEVELOPMENT STUDIES**

26 March 2024

**DR. PROSE IVY G. YEPES**

President  
Visayas State University

**THROUGH: DR. ANA MARQUIZA M. QUILICOT**

Head  
International Affairs Office  
Visayas State University

**Dear Dr. Yepes:**

Warm greetings!

As a deliverable of the Internationalization Research project entitled: Developing a SMART and Sustainable Disaster Risk Management Model for Eastern Visayas, we conducted a series of training on Barangay Disaster Risk Reduction and Management on August 2023 and December 28-29, 2023.

We have invited Mr. Prescillano Jr. Seno from the Baybay City Disaster Risk Reduction and Management Office (BDRRMO) as a resource speaker to share his expertise in Disaster Law. He also provided inputs in the design of the said training activities.

In this regard, we request your approval and support in facilitating the provision of tokens for this resource speaker. We submitted a request last year for an honorarium but the processing was constrained by the lack of funds. So instead of an honorarium, we will provide the speaker a token and certificate for his contribution to the project. Please let us know if there are any specific procedures or requirements, we need to follow to obtain the tokens. I have attached the s program for your reference.

Thank you so much for your attention to this matter. We look forward to your favorable response.

Respectfully yours,

**GINA DELIMA**  
Study Leader and Faculty  
ISRDS, Visayas State University

Approved:

**PROSE IVY G. YEPES**  
VSU President



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