



VISAYAS
STATE UNIVERSITY

INSTITUTE FOR
**STRATEGIC RESEARCH
AND DEVELOPMENT
STUDIES**

May 8, 2025

Dr. Prose Ivy G. Yepes
University President
VSU, Visca, Baybay City, Leyte

Dear Pres. Yepes,

It has been some time since the Institute for Strategic Research and Development Studies (ISRDS) has organized a dedicated team-building activity. Recognizing the importance of such events in fostering a cohesive and collaborative work environment, we are pleased to propose a team-building initiative scheduled on **May 30 to June 1, 2025** (Friday to Sunday).

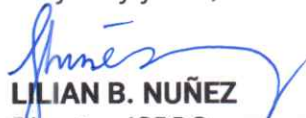
This joint activity aims to strengthen our inter-office relationships further. Team-building activities are instrumental in enhancing communication, boosting morale, and fostering a sense of unity among team members. They provide an opportunity for staff to engage outside the usual work setting, leading to improved collaboration and productivity upon return to the workplace.

This event will also serve as a platform to welcome our newly hired staff member, facilitating her integration into our teams, and to bid a heartfelt farewell to a colleague whose contract is concluding. Such transitions are pivotal moments, and acknowledging them through collective activities reinforces our commitment to a supportive and inclusive work culture.

With this, we respectfully request approval to conduct our team-building activity and be granted official travel from **May 30 to June 1, 2025**.

Thank you very much for your continued support of the professional and personal development of the VSU staff. We look forward to your favorable response.

Very truly yours,


LILIAN B. NUÑEZ
Director, ISRDS


MELODINA P. EDULLANTES
Chairperson, ISRDS Sociocultural Affairs Committee

Noted:

MARIA VANESSA E. GABUNADA
Dean, FHSS

Approved:

PROSE IVY G. YEPES
President



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