



**VISAYAS**  
STATE UNIVERSITY



**UNIVERSITY SERVICES FOR  
HEALTH, EMERGENCY AND  
RESCUE (USHER)**

January 8, 2024

Received by: 01/11/24  
DEBIE HERBOLINGO  
VSU HOSPITAL

**Dr. Daniel Leslie S. Tan**  
OIC-President, VSU  
Visca, Baybay, Leyte

Thru: **Dr. Edgardo E. Tulin**  
OIC-Vice President for Admin and Finance

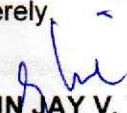
Dear Sir,

During the COVID-19 pandemic movement of people across the globe were restricted impacting heavily on tourism industry as well as our desire for leisure trips both locally and abroad. Now, that the world is back to business as usual, more and more people go out where ever place(s) they wish to spend time with friends and families. Thus, I together with my fraternity brothers and sisters have planned for a vacation/leisure trip to Japan on February 21-29, 2023, specifically we want to visit to the following places: Nagoya, Takayama, Shin Hotaka, Shinakawa and if time permits, we will also be visiting Osaka and Kyoto.

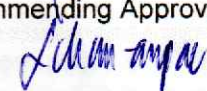
In this light, I would like to request that I be allowed to avail of the 5-day Educational Trip given to employees of the University. This trip will serve as an avenue for us to bond, visit tourist spots and appreciate the beauty of Japan- its culture & the Japanese hospitality and learn other things Japan can extend to us. Likewise, I would also like to request for an authority to travel to Japan on said dates.

Thank you very much.


Sincerely,

  
**ELWIN JAY V. YU, MD, MPH**  
Chief of Hospital I

Recommending Approval:

  
**DR. EDGARDO E. TULIN** 01/11/24  
Vice-Pres. For Admin and Finance

Approved by:

  
**DR. DANIEL LESLIE S. TAN**  
OIC - President

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