



18 May 2022

**Dr. Edgardo E. Tulin**  
President  
VSU, Visca, Baybay City, Leyte

Dear **Pres. Tulin**,

After several years of going without team building, the ISRDS staff members expressed the need to finally spend time together to strengthen our cohesiveness and relationships. Year 2016 was marked by the BIDANI team's moving over to ISRDS and the retirement of several senior staff members in the years that followed. Other changes in our human resources were the hiring of two faculty members in 2020 and the retirement of a BIDANI staff in November 2021 and driver in February 2022. Additionally, the COVID-19 pandemic has created relational barriers among us to some extent. Despite these changes, however, we have not taken time and effort to build our team into a better one as we have been engrossed in delivering our respective work outputs. We have relied only on monthly meetings to gather together but these meetings have a different purpose.

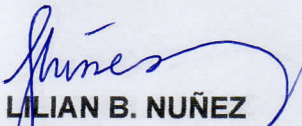
Thus, we have agreed to undergo the team building process not only to find a respite from our busy lives and to foster closer friendships, but also to improve our motivational levels in our respective roles in the unit.

May we, therefore, request that we be allowed to go on official travel on June 10-11, 2022 for our team building event. May we further avail of a VSU vehicle for our travel to and from our venue within Leyte or Samar.

Your favorable response to these requests is highly appreciated.

Thank you very much for being ever supportive of the professional and personal development of the VSU staff.

Very truly yours,

  
**LILIAN B. NUÑEZ**  
Director

  
**MELODINA P. EDULLANTES**  
Chairperson, Sociocultural Affairs Committee

Approved:

**EDGARDO E. TULIN**  
President