



2 May 2023

Mr. Charlie S. Andan
Component Leader
Department of Meteorology
College of Engineering & Technology
Visayas State University
Visca, Baybay City, Leyte

Dear Mr. Andan:

By the authority vested in me as University President you are hereby appointed as **Component Leader** of the extension project entitled "**Sugat: Stories and Science for Sustainability**," with external funding coming from the **Sandbox Program, Areté**, without honorarium effective January 2023 to December 2024 with workload units renewable every semester until completion of the extension project..

As **Component Leader**, you are expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Promote the project throughout the residency period;
2. Help produce the output of the project which is a podcast series;
3. Help identify and contact resource persons and participants in the project;
4. Act as one of the coordinators for the episodes on climate science;
5. Make reports relative to the project;
6. Perform other tasks as assigned by the Project Leader in line with the project.

EDGARDO E. TULIN
President

CC:
OP - file
VP- Research Extension & Innovation
Dean, College
Head, Department
Researcher
RSPPRO