

Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

JOB ORDER

NAME	DESIGNATION	RATE/DAY	PERIOD OF EMPLOYMENT FROM TO	FUNDING/CHARGES	OFFICE ASSIGNMENT	ACKNOWLEDGE
JOANN M. GORTIPACION	Enumerator and Encoder	P 300.00 / questionnaire	Feb 21 – March 30, 2022	VSU-FTP-2021-3a	VSU Baybay - CFES	

JOB DESCRIPTION:

1. Conduct primary data collection for the project for a total of **50 questionnaires**;
2. Manage and encode collected data;
3. Coordinate and work with project staff;
4. Submit receipt of transportation expenses incurred during data gathering;
4. Perform other tasks as required and directed by the project/study leader.

The said job order shall automatically cease upon expiration as stipulated above unless renewed. However, services of any or all of the above-named can be terminated prior to the expiration of Job Order for lack of funds or when their services are no longer needed. Furthermore, the services rendered hereunder are not considered or will never be accredited as Government service.

Prepared:


KAREN O. PAÑA
Science Research Assistant

Certified as to the existence of Appropriation/Obligation

ALICIA M. FLORES
OIC Head, Budget Office

Requested by:


DENNIS P. PEQUE
Dean, CFES

Certified that appointment is in order and proper:

Recommending Approval:

APPROVED:

JENNIFER E. ANDO
OIC Head, RSPPRO

MARIA JULIET C. CENIZA
Vice President, Research, Extension and Innovation

EDGARDO E. TULIN
President