



January 26, 2023

Dr. Edgardo E. Tulin
President
Visayas State University
Visca, Baybay City, Leyte

Thru: Dr. Maria Juliet C. Ceniza
VP for Research Extension and Innovation

Dear **Dr. Tulin**:

This is to recommend the appointment of **Dr. Ma. Theresa P. Loreto** as **Study Leader 1** of the Project entitled ***"Nanomaterial-encapsulated Microbial Inoculant as Tuber Sett Coating to Enhance Growth, Yield and Micronutrient Uptake of Purple Yam"*** without an honorarium effective January 1, 2023 to December 31, 2023 chargeable to **VSU-IP-2021-11** unless sooner terminated due to lack of funds.

As Study Leader 1, she is entitled to appropriate workload units as prescribed in the Research Manual and is expected to perform the following responsibilities:

1. Assist the project leader in the management of the project.
2. Coordinate with collaborators and project staff in the overall implementation of the project.
3. Assist the research staff in the procurement of chemicals, reagents and other materials needed in the project implementation.
4. Supervise and assist the research assistant in the biosynthesis and characterization of nanoparticles.
5. Supervise and assist the research assistant in the preparation and evaluation of encapsulated microbial inoculant in nanomaterial-alginate microbeads.
6. Supervise and assist the research assistant in other research activities.
7. Prepare reports per requirement by VSU and the funding agency.

Any changes in the title, methodology, project site, and/or budget, the approval should first be sought from the University President upon recommendation by the concerned College Dean, Center Director, Director for Research, and the Vice President for Research, Extension and Innovation.

Very truly yours,

ROSA OPHELIA D. VELARDE
Director for Research