



January 02, 2023

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

**Thru: Dr. Maria Juliet C. Ceniza**  
VP for REI

**Dear Dr. Tulin:**

This is to recommend the appointment of **MR. GIDEON NIEL D. TAN** as Project Staff of the ACIAR-Funded R&D Project entitled: **"Agritourism Farms as Conduit of the Adoption of Good Agricultural Practices (GAP) in Eastern Visayas, Philippines"** effective **January 01, 2023 – July 31, 2023**, without honorarium.

As Project Staff, he is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Acts as the junior economist in the overall R&D implementation activities of the project,
2. Works with the project leader in leading and supervising the policy development and case studies relevant to the Project.
3. Coordinates with other project team members in ensuring smooth implementation of all project activities.
4. Submits terminal report and other deliverables as required in the work plan of the project.

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,

**DHENBER C. LUSANTA**  
Project Leader

Conforme:

Certified funds available:

**GIDEON NIEL D. TAN**  
Project Staff

**PACIENCIA P. MILAN**  
Executive Director, VIFARD



Noted:

**ROSA OPHELIA D. VELARDE**

Director for Research

Recommending Approval:

**MARIA JULIET C. CENIZA**

VP for Research, Extension and Innovation

cc: OVPREI-VP  
[OVPREI-RPO/ Extension/ Innovation]  
Head, Budget Office  
Dean, College  
Head, Department  
Researcher  
RSPPRO



January 03, 2023

**Mr. Gideon Niel D. Tan**

Project Staff

Department of Business and Management

Visayas State University

Visca, Baybay City, Leyte

Dear **Mr. Tan:**

By the authority vested in me as University President, you are hereby appointed as **Project Staff** of the ACIAR-Funded R&D Project entitled: **"Agritourism Farms as Conduit of the Adoption of Good Agricultural Practices (GAP) in Eastern Visayas, Philippines"** effective **January 01, 2023 – July 31, 2023** with equivalent workload units renewable every year until completion of the project.

As Project Staff, you are expected to submit to OVPREI through the Center/Institute Director or College Dean the following report:

1. Acts as the junior economist in the overall R&D implementation activities of the project,
2. Works with the project leader in leading and supervising the policy development and case studies relevant to the Project.
3. Coordinates with other project team members in ensuring smooth implementation of all project activities.
4. Submits terminal report and other deliverables as required in the work plan of the project.

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.

**EDGARDO E. TULIN**

President

cc: OVPREI – VP; OVPREI – RPO; Director, Center; Dean, College; RSPPRO; Budget Office; Finance Management Office (FMO); Accounting Office; File – OP