



January 1, 2022

**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:**

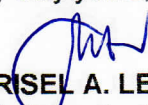
This is to recommend the appointment of **Ms. Crislin B. Cruz** as Co-Study Leader of the VSU research study entitled: "Market Acceptability of Coconut Food Products" without honorarium effective January 1, 2022 to December 31, 2022 chargeable to the project with code no. NCRC.2025.1. This research is part of the VSU funded project entitled "Development, Optimization and Market Study of Coconut Food Products."

As Co-Study Leader, she is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Take the lead in the implementation of the research study.
2. Ensures submission of quarterly research progress reports to the OVPREI.
3. Presents research results during the VSU Annual RDE In House Review.
4. Publish one or more of the research's knowledge products generation from the research project.
5. Submit terminal report three (3) months after project termination.

In case of 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 or Center Director and the Vice President for Research, Extension and Innovation.

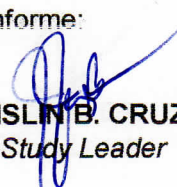
Very truly yours,

  
**MARISEL A. LEORNA**  
Project Leader & Director

Certified funds available:

**ALICIA M. FLORES**  
Head, Budget Office

Conforme:

  
**CRISLIN B. CRUZ**  
Co-Study Leader

Noted:

**ROSA OPHELIA D. VELARDE**  
Director for Research