



May 22, 2024

Dr. Prose Ivy G. Yepes
President
Visayas State University
Visca, Baybay City, Leyte

Thru: **Dr. Santiago T. Peña Jr.**
VP for REI, Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Yepes:


This is to recommend the appointment of **Wences Rey B. Dela Peña** as Co-Study Leader of Component 1 (**Production and distribution of recommended certified rice and corn seeds**) under the Extension Project entitled: "Training, Technical Assistance, Distribution of Planting Materials, and Design, Production, and Distribution of Print Add Materials in Support to RDE Programs of VSU and Other Agencies in Eastern Visayas" project code: EXT69-Agronomy), charged to the (GAA Funded projects). This is without an honorarium effective on May 22, 2024 to December 31, 2024 unless revoked or terminated due to lack of budget.

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

1. Assists the project leader in the overall implementation of the component study.
2. Facilitates data gathering, data collation, and economic analysis of the established legumes and root crop production undertakings.
3. Prepares quarterly, semi-annual, annual accomplishments reports, and progress reports or research output for the presentation during the annual RDE In-house review

In case of any changes in the title, methodology, or project site, 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 and Extension.

Very truly yours,


LUZ G. ASIO
Head, DA

Conforme:

WENCES REY B. DELA PEÑA
Co-Study Leader

Recommending Approval:

ANTONIO P. ABAMO
Director for Extension

Certified Funds available:

ALICIA M. FLORES
Head, Budget Office

Approved:

SANTIAGO T. PEÑA JR.
VP for Research, Extension, and Innovation

Cc. OVPREI-VP
[OVPREI-RPO/Extension/innovation]
Head, Budget Office
Dean, College
Head, Department
Researcher
RSPPRO