



February 16, 2022

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

Thru: **Dr. Beatriz S. Belonias**
Vice-President for Academic Affairs

Dear *Dr. Tulin*:


This is to recommend the renewal of appointment of **Engr. Jimmy O. Pogosa** as **Division Head of the Terrestrial Ecosystems Division (TED)** of the Institute of Tropical Ecology and Environmental Management (ITEEM), effective immediately until December 31, 2022 with appropriate equivalent workload units.

As Division Head of TED, Engr. Pogosa will perform the following responsibilities:


1. Assist the ITEEM Director in performing the overall management of the TED;
2. Spearhead the preparation, screening and implementation of research and extension projects on terrestrial ecosystems;
3. Oversee the implementation of the Institute's Terrestrial Ecosystems Component as embodied in the University's Ten-Year Development Plan;
4. Coordinate with other colleges, departments and units of the University on activities related to terrestrial ecosystems;
5. Serve as member of the ITEEM Personnel Committee.

Thank you very much for your favorable action.

Very truly yours,


ELIZA D. ESPINOSA
Director

Conformé:


JIMMY O. POGOSA
Instructor I

Endorsed by:

DENNIS P. PEQUE
Dean, College of Forestry and Environmental Science (CFES)