



ACCOMPLISHMENT REPORT

January – February 2022

MARISEL A. LEORNA

Designation: Director, NCRC-V

Activities Accomplished/Outputs:

1. Conducted office meetings to plan, strategize implementation, and monitor RDE on coconut aligned with its thrusts and agenda and ISO and AACUP related concerns
2. Attended meetings in the University as Center OIC-Director such as UAdCo and meetings facilitated by OVPREI and other offices.
3. Followed up dDRC and utility messenger for the submission of documents to OVPREI, OVPAF, UQAC etc.
4. Signed DTR's, contracts, replenishments, job requests, and appointments.
5. Responded the queries/requests of stakeholders like DTI, DSWD, LGUs, private partners, stakeholders, and other clientele
6. Exercise overall supervision of NCRC-V

Submitted By:

MARISEL A. LEORNA

Recommending Approval

ROSA OPHELIA D. VELARDE

Director for Research

Approved

MARIA JULIET C. CENIZA

Vice President for REI