



February 7, 2022

**Dr. Luz O. Moreno**

Quality Management Representative  
Visayas State University  
Visca Baybay City, Leyte

Dear **Dr. Moreno:**

This has reference to the non-submission of the Extension 4<sup>th</sup> Quarter Report (FM-REI-10) and Extension Annual Accomplishment Reports (FM-REI-13) for the year 2021. As per PM-REI-04 Monitoring and Evaluation of REI Projects, all extension projects must submit a Quarterly Report and Annual Accomplishment report during project implementation period.

Despite the several Memorandum Circular and reminders, we have sent regarding the submission of these reports, still there are some extension projects who failed to comply with the required procedure.

These projects are as follows:

Project Title	Proponent	Unit
1. BIDANI Project	Dr. Lilian B. Nuñez	ISRDS
2. Mainstreaming Rainforestation to technology and monitoring of RF adapter's farm	Dr. Marlito Jose M. Bande	ITEEM
3. Enhancing Animal Health Services in the Province of Southern Leyte, Philippines (2019-2021)	Dr. Eugene B. Lañada	CVM
4. Integrated Rootcrop Extension Program	Mr. Marlon M. Tambis	PhilRootcrops
5. Development of Province wide learning site on sustainable agriculture and natural resources management and assessment of community people's perception towards the rainforestation KALAHI-CIDSS program in Cabucgayan, Biliran	Engr. Jimmy O. Pogosa	ITEEM
6. Natural Resources Management-based Extension Project (VSU Nature Park) Phase II: Development Physical land-use and Resource map and empowerment of local stakeholders through capability building	Dr. Marlito Jose M. Bande	ITEEM
7. Sustainable Control of Newcastle Disease (ND) in smallholder Chicken Flocks in the City of Baybay, Leyte	Dr. Eugene B. Lañada	CVM



8. College of Nursing Extension Program	Dr. Joel Rey Acob	CON
9. Farm Enterprise management assistance to farmers of Sta. Cruz, Baybay City, Leyte	Ms. Brenda M. Ramoneda	Dept. Econ
10. I Can Do It: Master's Teacher's Capability Building on Research Skills	Mr. Joy Bellen	DTE
11. Baybay City's Water-Invoked Hazard - Prone Household Identification, Mitigation and Emergency Response	Ms. Juztine Rebuyas	DGE
12. Visceres Project College of Nursing	Dr. Joel Rey Acob	CON
13. VSU Food, It's SAFE: Improvement and Sustainability of the Sanitation and Safety in Food Establishments	Dr. Jocelyn G. Daclag	DFST
14. Capacitating the VSU Satellite campus and Selected Local Government Units in Disaster Risk Assessment Using Geographic Information System (GIS)	Ms. Juztine Rebuyas	DGE

With this, may we request the issuance of a Corrective Action Report for these concerned project units for us to take further action related to this matter. Thank you

Truly Yours,

**ANTONIO R. ABAMO**  
Director for Extension