



August 01, 2023

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


Thru: Dr. Maria Juliet C. Ceniza
VP for REI

Dear **Dr. Tulin**:

This is to recommend the appointment of **Dr. Berta C. Ratilla** as Project Leader of the research project entitled: "**National Cooperative Testing Program for Legumes**", charge to the **Project code: DASS.NCT.1718** of VSU without honorarium, on August 01, 2023 to December 31, 2023 subject to availability of funds.

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

1. Spearhead the conduct of the research regional trials (wet season cropping) on Peanut and Mungbean crops.
2. Consolidate/Integrate report on the significant outputs/outcome of all components.
3. Quarterly research progress reports to the OVPREI-RPO.
4. Midyear research progress reports every 1st week of July of every year.
5. Annual research progress reports every 1st week of January of the succeeding year.
6. Present the research highlights or papers during the Research In-house Review and Evaluation.
7. Present a paper in the regional/ national R&D Symposia/fora.
8. Submit the terminal report three (3) months after completion of the research project.
Publish articles of significant research findings in indexed / peer-reviewed journals.

truly yours,

DIONESIO M. BAÑOC
Head, DA

Conforme:


BERTA C. RATILLA
Prof. IV /Project Leader

Endorsed by:

VICTOR B. ASIO
Dean, College of Agriculture and Food Science

Recommending Approval:

MARIA JULIET C. CENIZA
VP for Research, Extension, and Innovation

cc: OVPREI-VP
OVPREI-RPO
Head, Budget Office
Dean, College
Head, Department
Researcher
RSPPRO

Certified funds available:

ALICIA M. FLORES
Head, Budget Office

Noted:

ROSA OPHELIA D. VELARDE
Director for Research

Vision: A globally competitive university for science, technology, and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.