



02 January 2024

**Dr. Daniel Leslie S. Tan**  
Officer-In-Charge  
Visayas State University  
Visca, Baybay City, Leyte

**Thru: Dr. Dennis P. Peque**  
VP for REI

**Dear Dr. Tan:**

This is to recommend the appointment of **Lilian B. Nuñez** as Program Leader of the extension project entitled "**Strengthening Local Governance and SUCs' Extension Service Delivery Through the BIDANI Strategy (BIDANI EXT.01)**" without honorarium effective January 2, 2024 to December 31, 2024 chargeable to **VSU GAA 2024**.

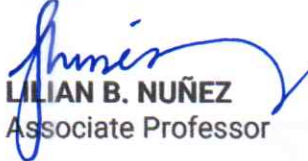
As Program Leader, Dr. Nuñez, is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Plan program activities for the year;
2. Oversee the implementation of program and pageant activities
3. Prepare reports of the program.

Very truly yours,

**MOISES NEIL V. SERIÑO**  
Dean, CME

Conforme:

  
**LILIAN B. NUÑEZ**  
Associate Professor

Endorsed by:

**MOISES NEIL V. SERIÑO**  
Dean, College of Management & Economics

Recommending Approval:

**DENNIS P. PEQUE**  
VP for Research, Extension and Innovation

Certified funds available:

**ALICIA M. FLORES**  
Head, Budget Office

Noted:

**ANTONIO P. ABAMO**  
Director for Extension

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