



October 1, 2022

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

Thru: Dr. Maria Juliet C. Ceniza
VP for Research, Extension and Innovation

Dear Dr. Tulin:

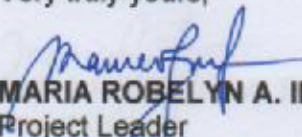
This is to recommend the appointment of Ms. JAILENN JANNARAIN S. PURAY as Study 4 Leader of the research entitled "NPK analysis Water and Sediments of Major River Systems in Leyte" under the project entitled "Physico-Chemical Characterization of Major River Systems in Leyte" under the project code ECH 14-1420.15 (without honorarium) effective October 1- December 31, 2022 unless sooner terminated due to lack of funds.

As Study 4 Leader, she is expected to perform the following responsibilities with appropriate workload unit equivalent.


1. Conduct the research and based on the approved proposal in coordination with co-researchers;
2. Submit quarterly progress reports;
3. Present progress report during the Annual RDE In-House review;
4. Publish one or more scientific papers generated from the research and
5. Submit terminal report upon completion of the research.

Any changes in the title, methodology, project site and/or budget, the approval should first be sought from the University President upon recommendation by the concerned College Dean, Center Director for Research and the Vice President for Research, Extension and Innovation.

Very truly yours,


MARIA ROBELYN A. INSIK
Project Leader

Conforme:


JAILENN JANNARAIN S. PURAY
Study 4 Leader

Certified Funds Available:

ALICIA M. FLORES
OIC Head, Budget Office



VISAYAS
STATE UNIVERSITY



**DEPARTMENT OF PURE & APPLIED
CHEMISTRY**

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Endorsed By:

MA. THERESA P. LORETO
Dean, CAS

Noted:

ROSA OPHELIA D. VELARDE
Director for Research

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



October 1, 2022

Miss Jailenn Jannaraine S. Puray
Study 4 Leader
Department of Pure & Applied Chemistry
VSU, Baybay City, Leyte

Dear Ms. Puray:

By the authority vested in me as University President, you are hereby appointed as Study 4 Leader of the research entitled "NPK Analysis of Water and Sediments of the Major River Systems in Leyte" under the research project entitled "Physico-Chemical Characterization of Major River Systems in Leyte" with project code ECH 14-1420.15 chargeable to General Fund subject availability of funds effective October 1- December 31, 2022 with equivalent workload units renewable every year until the completion of the project.

As a Study 4 Leader, you are expected to submit to OVPREI through the Center/Institute Director or College Dean the following report:

1. Consolidated/Integrated report on the significant outputs/outcome of all components.
2. Quarterly research progress reports to the OVPRE-RPO (Attachments 1).
3. Mid-year research progress reports every 1st week of July of every year (Attachment 2).
4. Annual research progress every 1st week of January of the succeeding year (Attachment 3).
5. Present the research highlights or papers during the Research-in-house Review and Evaluation (Attachment 4).
6. Present a paper in the regional/national R&D Symposia/fora (as scheduled by Consortium/ National agency concerned with prescribed standard format).
7. Submit terminal report three (3) months after the completion of research project (Attachment 5).
8. Publish articles of significant research finding in indexed/peer reviewed journals.

Any changes in the title, methodology, project site and/or budget, the approval should first be sought from the University President upon recommendation by the concerned College Dean, Center Director for Research and the Vice President for Research, Extension and Innovation.

EDGARDO E. TULIN
President

cc: OVPREI-VP; OVPREI-RPO; Director, Center, Dean, College, RSPPRO; Budget Office; Finance Management office (FMO); Accounting Office; File-OP