



January 3, 2022

**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 **MR. LUDIVICO B. RABIA** as Science Research Assistant of the ACIAR-Funded R&D Project entitled: **"Agritourism Farms as Conduit of the Adoption of Good Agricultural Practices (GAP) in Eastern Visayas, Philippines"** effective **January 10, 2022 - June 30, 2022**, with a basic salary of Twenty Five Thousand (PhP25,000.00) per month and communication allowance not exceeding one thousand (PhP1,000.00) and accommodation allowance not exceeding two thousand (PhP2,000.00) per month charged to ACIAR-JDF/2021/375 ATGAP project funds.

As Science Research Assistant, Mr. Rabia is expected to perform the following responsibilities:

- a. Acts as *policies development and case studies specialist* in all the research and development activities of the project.
- b. Encode, tabulate, and analyze all the data gathered, including the writing of appropriate periodic reports in connection with the conduct and implementation of the project activities.
- c. Coordinates with other project team members through the Project team leader in implementing field activities for the development of policies and recommendations on how Agritourism Farms could become the conduit for the adoption of GAP in Eastern Visayas.
- d. Perform other duties assigned by the Project leader in connection with the research project.

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, Director for Research, and the Vice President for Research, Extension and Innovation.

Very truly yours,


**DHENBER C. LUSANTA**  
Project Leader



Conforme:

  
**LUDIVICO B. RABIA**  
Science Research Assistant

Certified funds available:

  
**PACIENCIA P. MILAN** 11/14/22  
Executive Director, VIFARD

Endorsed by:

  
**DHENBER C. LUSANTA**  
OIC, Eco-FARMI

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/ Extension/ Innovation]*  
Head, Budget Office  
Dean, College  
Head, Department  
Researcher  
RSPPRO





January 3, 2022

**Ludivico B. Rabia**  
Science Research Assistant  
Eco-FARMI  
Visca, Baybay City, Leyte

Dear **Mr. Rabia**:

By the authority vested in me as University President, you are hereby appointed as Science Research Assistant of the ACIAR-Funded R&D Project entitled: **"Agritourism Farms as Conduit of the Adoption of Good Agricultural Practices (GAP) in Eastern Visayas, Philippines)"** effective **January 10, 2022 - June 30, 2022**, with a basic salary of Twenty Five Thousand (Php25,000.00) per month and communication allowance not exceeding one thousand (Php1,000.00) and accommodation allowance not exceeding two thousand (Php2,000.00) per month charged to ACIAR-JDF/2021/375 SIVC project funds.

As Science Research Assistant, you are expected to perform the following responsibilities:

- a. Acts as *policies development and case studies specialist* in all the research and development activities of the project.
- b. Encode, tabulate, and analyze all the data gathered, including the writing of appropriate periodic reports in connection with the conduct and implementation of the project activities.
- c. Coordinates with other project team members through the Project team leader in implementing field activities for the development of policies and recommendations on how Agritourism Farms could become the conduit for the adoption of GAP in Eastern Visayas.
- d. Perform other duties assigned by the Project leader in connection with the research project.

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, 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