



ECOLOGICAL FARM AND RESOURCE MANAGEMENT INSTITUTE

Visca, Baybay City, Leyte, PHILIPPINES Telephone: (053) 565 0600; local: 1040 Website: www.vsu.edu.ph

January 1, 2021

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. Pastor P. Garcia as Study Leader of the VSU funded Research Project entitled "Development of Drum-type Rapid Composter" without honorarium effective January 1, 2021 to December 31, 2021 unless sooner terminated due to

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

- 1. Takes responsibility in the over-all management of the project.
- 2. Supervise functions and responsibilities for the effective execution of all the research activities:
- Submit quarterly progress reports to OVPREI;
- 4. Present project results during the VSU Annual In-House Review;
- 5. Submit terminal report three (3) months after project termination.

In case of 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 Center Director and the Vice President for Research, Extension and Innovation.

Very truly yours,

ROMEL B. ARMECIN Director, Eco-FARMI

Conforme:

Certified funds available:

PASTOR P. GARCIA Leader

ALICIA M. FLORES OIC Head, Budget Office



Vision:

Mission:

A globally competitive university for science, technology, and environmental

Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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