



**VISAYAS**  
STATE UNIVERSITY

INSTITUTE FOR  
**STRATEGIC RESEARCH  
AND DEVELOPMENT  
STUDIES**

23 September, 2024

**Dr. Prose Ivy G. Yepes**  
President  
Visayas State University  
Visca, Baybay City, Leyte

**Thru: Dr. Santiago T. Peña Jr.**  
VP for REI

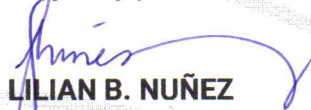
**Dear Dr. Yepes:**

This is to recommend the appointment of **Ms. Elia Maury C. Jadina** as Project Leader of the extension project entitled "**Building Capacities of Barangay People and institutions for Community Development**" (**MAGPANGUAPA EXT02**) without honorarium effective September 23, 2024 to December 31, 2024 chargeable to **VSU GAA 2024**.

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

1. Plan project activities for the year;
2. Implement project activities as planned; and
3. Prepare activity reports of the project.

Very truly yours,

  
**LILIAN B. NUÑEZ**  
Director

Conforme:

  
**ELIA MAURY C. JADINA**  
Instructor I

Endorsed by:

**LILIAN B. NUÑEZ**  
College Dean, CME

Certified funds available:

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

**ANTONIO P. ABAMO**  
Director for Extension



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