



VISAYAS
STATE UNIVERSITY

INSTITUTE FOR
**STRATEGIC RESEARCH AND
DEVELOPMENT STUDIES**

2 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:

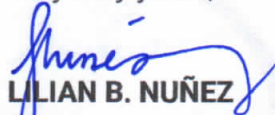
This is to recommend the appointment of **Assoc. Prof. MARIA AURORA TERESITA W. TABADA**, as **Project Leader** of the extension project entitled "**Leadership for Resilient Local Government Units (LRLGU)**" and as **Focal Person** of the project component 1 entitled "Leadership and Governance" without honorarium effective January 2, 2024 to December 31, 2024.

As a Project Leader and Focal Person, Assoc. Prof. Tabada is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Coordinate with the LGU partners and the National Resilience Council (NRC) for any project-related activities.
2. Deepen the project team's leadership and technical competencies in risk and resiliency.
3. Lead the capacity-building activities relevant to leadership and governance.
4. Provide capacity-building interventions for resilient LGUs.
5. Assist in equipping the partner LGU with skills and tools in building resilience.
6. Facilitate scientific and critical analysis of integrated climate and disaster risk assessment, data management, and DDR plans, systems, and structures as part of evidence-based risk governance.
7. Conduct coaching and mentoring of the partner LGUs resilience team.
8. Submit periodic (quarter, annual) project reports.
9. Present the project highlights during the Extension In-house Review.

Thank you and best regards.

Very truly yours,


LILIAN B. NUÑEZ
Director

Conforme:


MARIA AURORA TERESITA W. TABADA
Project Leader

Certified funds available:

ALICIA M. FLORES
Head, Budget Office