



November 10, 2023

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

**Thru: Dr. Maria Juliet C. Ceniza**  
Vice-President for Research, Extension and Innovation

Dear **Dr. Tulin**,

This is to recommend the appointment of **Mr. Ris Menoel R. Modina** as **Study Leader of Study 1 - “Species Composition, Abundance and Succession of Seaweeds and Seagrasses in Artificial and Natural Reefs”**, under the CRM research study “*Biodiversity of Marine Flora and Fauna in Artificial Reefs of Baybay City and Selected Municipalities of the 5<sup>th</sup> District of Leyte*” (Project Code NRM-ITM-1517), charged to General Funds, subject to availability of funds, effective November 3, 2023, until December 31, 2023, with equivalent workload units renewable every year until completion of the project.

As Study Leader, Mr. Modina will perform the following responsibilities:

1. Take charge of the overall planning, strategy formulation, and supervision of the study;
2. Develop IEC materials;
3. Submit to OVPREI, through the Project Leader, the following reports:
  - a. Consolidated/Integrated report on the significant outputs/outcome of the study;
  - b. Quarterly research progress reports to the OVPREI-RPO (**Attachment 1**);
  - c. Midyear research progress reports every 1<sup>st</sup> week of July of every year (**Attachment 2**);
  - d. Annual research progress reports every 1<sup>st</sup> week of January of the succeeding year (**Attachment 3**);
4. Present the research highlights or papers during the Research In-house Review and Evaluation (**Attachment 4**);
5. Present a paper in the regional/national R&D Symposia/fora (**as scheduled by Consortium/National agency concerned with prescribed standard format**);
6. Submit terminal report three (3) months after completion of the research project (**Attachment 5**);
7. Publish articles of significant research findings in indexed/peer-reviewed journals.

For any changes in the title, methodology, project site, and/or budget, 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.

This appointment supersedes the appointment issued to Dr. Eliza D. Espinosa who is currently on Sabbatical Leave effective November 3, 2023, until October 31, 2024.

Very truly yours,

**SENONA A. CESAR**  
Project Leader  
CRM Project (Research)

**Conformé:**

**RIS MENOEL R. MODINA**  
Instructor  
Department of Biological Sciences (DBS)

**Endorsed by:**

**DENNIS P. PEQUE**  
Dean, College of Forestry and  
Environmental Science (CFES)

**Recommending Approval:**

**MARIA JULIET C. CENIZA**  
VP for Research, Extension and Innovation

cc: OVPREI-VP  
OVPREI-RPO  
Head, Accounting Office  
Dean, CFES  
Director, ITEEM  
RMRModina  
RSPPRO

**Certified Funds Available:**

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

**Noted:**

**ROSA OPHELIA D. VELARDE**  
Director for Research