



May 1, 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:

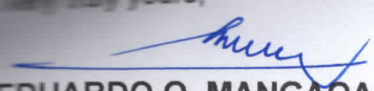
This is to recommend the appointment of **DR. DENNIS P. PEQUE** as Co- Project Leader of the research project entitled "**Establishment and Maintenance of On-Campus Climate-Smart Upland Agroforestry Farming System** (project code: CC10.CFES.1718)" without honorarium, charged to the VSU General Appropriation Act (GAA) subject to availability of funds effective January 1, 2022 to December 31, 2022 with equivalent workload units renewable every year until completion of the study.

As Co-Project Leader, you are expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Assist in the design of vegetative and mechanical structures of the DEMO farm.
2. Provide support in the management for research & extension purposes.
3. Assist in the development of IEC and training materials.
4. Ensures the submission of quarterly research progress reports to the project leader (**Attachment 1**).
5. Submit to the project leader every 1st week of July of every year the midyear research progress reports (**Attachment 2**).
6. Submit every 1st week of January of the succeeding year the annual research progress reports to the project leader (**Attachment 3**).
7. Present the research highlights or papers for presentation in coordination with the project leader during the Research In-house Review and Evaluation (**Attachment 4**).
8. Submit to the project leader your terminal report three (3) months after completion of the research project (**Attachment 5**).
9. Do other tasks as may be required by the program leader and higher authorities.

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,


EDUARDO O. MANGAOANG
Project Leader

Conforme:

DR. DENNIS P. PEQUE
Co-Project Leader

Certified funds available:

ALICIA M. FLORES
Head, Budget Office

Endorsed by:

DR. ANATOLIO N. POLINAR
Head, DFS

Noted by:

ROSA OPHELIA D. VELARDE
Director for Research

Recommending Approval:

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

CC:

OVPREI-VP
OVPREI-Innovation
OVPREI-RPO
RCCRDC
Head, Budget Office
Dean, College
Head, Department
Dr. Dennis P. Peque -Co-Project Leader
RSPPRO

1 May 2022

Dr. Dennis P. Peque
Co-Project Leader
CFES
Visca, Baybay City, Leyte

Dear Dr. Peque:

By the authority vested in me as University President, you are hereby appointed as **Co-Project Leader** of the research project entitled "Establishment and Maintenance of On-Campus Climate-Smart Upland Agroforestry Farming System (project code: CC10.CFES.1718)" without honorarium, charged to the VSU General Appropriation Act (GAA) subject to availability of funds effective January 1, 2022 to December 31, 2022 with equivalent workload units renewable every year until completion of the study.

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9. Do other tasks as may be required by the program leader and higher authorities

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; RCCRDC; Dean, College; RSPPRO; Budget Office; Finance Management Office; Dr. Dennis P. Peque - Researcher; Accounting Office; File-OP

Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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