



January 3, 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 **MR. DHENBER C. LUSANTA** as Project Leader of the VSU funded Research Project entitled: **"Integrated Nutrient Management for Horticultural Crops (Vegetables, Fruits, and Herbs)"** with Project Code without honorarium effective January 3, 2022 to December 31, 2022 chargeable to **CAHO NM 14-1420-11** unless sooner terminated due to lack of funds.

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

1. Take the lead in the implementation of the research project.
2. Integrates the significant outputs/outcome of all components under the project.
3. Ensures the submission of quarterly research progress reports to the OVPREI-RPO (**Attachment 1**).
4. Submit every 1<sup>st</sup> week of July of every year the midyear research progress reports (**Attachment 2**).
5. Submit every 1<sup>st</sup> week of January of the succeeding year the annual research progress reports (**Attachment 3**).
6. Present the research highlights or papers during the Research In-House Review and Evaluation (**Attachment 4**).
7. Present a paper in the regional/ national R&D Symposia/fora (**as scheduled by Consortium/National agency concerned with prescribed standard format**).
8. Submit terminal report three (3) months after completion of research project (**Attachment 5**).
9. Publish articles of significant research findings in indexed/peer reviewed journals.

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 College Dean or Center Director and the Vice President for Research, Extension and Innovation

Very truly yours,

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

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

Conformer

Certified funds available:

**DHENBER C. LUSANTA**  
Project Leader

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

Noted:

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

Recommending Approval:

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

cc: *OVPREI-VP*  
*[OVPREI-RPO/ Extension/ Innovation]*  
*Head, Budget Office*  
*Dean, College*  
*Head, Department*  
*Researcher*  
*RSPPRO*



January 3, 2022

**Dhenber C. Lusanta**

Project Leader

Eco-FARMI

Visca, Baybay City, Leyte

Dear **Mr. Lusanta:**

By the authority vested in me as University President, you are hereby appointed as Project Leader of the VSU funded Research Project entitled: **"Integrated Nutrient Management for Horticultural Crops (Vegetables, Fruits, and Herbs)"** effective January 3, 2022 - December 30, 2022 with equivalent workload units renewable every year until completion of the project.

As Project Leader, you are expected to submit to OVPREI through the Center/Institute Director or College Dean the following report:

1. Consolidated/Integrated report on the significant outputs/outcome of all components.
2. Quarterly research progress reports to the OVPREI-RPO (**Attachment 1**).
3. Midyear research progress reports every 1<sup>st</sup> week of July of every year (**Attachment 2**).
4. Annual research progress reports every 1<sup>st</sup> week of January of the succeeding year (**Attachment 3**).
5. Present the research highlights or papers during the Research In-house Review and Evaluation (**Attachment 4**).
6. Present a paper in the regional/ national R&D Symposia/fora (**as scheduled by Consortium/National agency concerned with prescribed standard format**).
7. Submit terminal report three (3) months after completion of research project (**Attachment 5**).
8. Publish articles of significant research findings in indexed / peer reviewed journals.

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; Director, Center; Dean, College; RSPPRO; Budget Office; Finance Management Office (FMO); Accounting Office; File - OP