



January 26, 2023

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

**Thru: Dr. Maria Juliet C. Ceniza**  
VP for Research Extension and Innovation

Dear **Dr. Tulin**:

This is to recommend the appointment of **Dr. Ea Kristine Clarisse B. Tulin** as **Study Leader 2** of the research study entitled ***"Nanomaterial-encapsulated Microbial Inoculant as Tuber Sett Coating to Enhance Growth, Yield and Micronutrient Uptake of Purple Yam"*** (project code: VSU-IP-2021-11), without honorarium, charged to the Internationalization Program subject to availability of funds effective January 1, 2023 to February 10, 2023 with equivalent workload units renewable every year until completion of the project.

As Study Leader 2, she is entitled to appropriate workload units as prescribed in the Research Manual and is expected to perform the following responsibilities:

1. Assist the project leader in the management of the project.
2. Assist in coordinating with collaborators and project staff in the overall implementation of the project.
3. Assist the research staff in the procurement of chemicals, reagents and other materials needed in the project implementation.
4. Supervise and assist research assistant in the optimization and expansion of bacterial cultures.
5. Supervise and assist research assistant in the preparation and evaluation of encapsulated microbial inoculant in nanomaterial-alginate microbeads;
6. Supervise and assist the research assistant in all other research activities
7. Assist the project leader in the preparation of reports per requirement by VSU and or the funding agency.
8. Submit to OVPREI, through the Center/Institute Director or College Dean, the following:
  - a. Consolidated/Integrated report on the significant outputs/outcome of all components;
  - 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**);

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