

December 15, 2021

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

**Thru: Dr. Maria Juliet C. Ceniza**  
VP for REI

**Dear Dr. Tulin:**

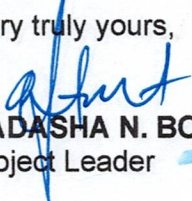
This is to recommend the appointment of **NELLY JUN E. CATIBO** as **Science Research Assistant of the ACIAR-Funded R&D Project entitled: Learning Alliance approaches to scaling out vegetable value chains in the Philippines (ACIAR- AGB/2017/039-Leyte project site)" effective January 01, 2022 – March 31, 2022**, with a basic salary of Eighteen Thousand pesos (PhP18,000.00) per month and communication allowance not exceeding one thousand (PhP1,000.00) charged to AGB/2017/039 ACIAR SRA project funds.

As Science Research Assistant, Ms. Catibo is expected to perform the following responsibilities:

- a. Acts as a *community development specialist* in all the research and development activities of the project.
- b. Encode, tabulate, and analyze all the data gathered, including the writing of appropriate periodic reports in connection with the conduct and implementation of the project activities.
- c. Coordinates with other project team members through the Project team leader in implementing field activities for the development of vegetable value chains and community development activities of the project.

Perform other duties assigned by the Project leader in connection with the research project. 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 and Extension.

Very truly yours,

  
**HADASHA N. BONGAT**  
Project Leader