



**VISAYAS**  
STATE UNIVERSITY



DEPARTMENT OF  
**AGRONOMY**

December 17, 2024

**Dr. Prose Ivy G. Yepes**

President

Visayas State University

Visca, Baybay City, Leyte

Thru: **Dr. Santiago T. Peña Jr.**

VP for REI, Visayas State University

Visca, Baybay City, Leyte

**Dear Dr. Yepes:**

This is to recommend the appointment of **Ms. Mary Ann L. Maskariño** as Study Leader of Component 2.3 entitled: ***"Training and technical assistance on climate-smart production systems of agronomic field crops anchored in combating climate change"*** under the Extension Project entitled: Training, Technical Assistance and Distribution of Agronomic Crops Planting Materials in Support to RDEI Programs of VSU and Other Agencies in Eastern Visayas. This is without an honorarium effective on January 01, 2025 to December 31, 2025 unless revoked or terminated due to lack of budget.

As Component Leader, she is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Spearheads in the analysis, documentation, etc. of the conducted training and technical assistance extended to the intended clients.
2. Conduct training on climate-smart water and nutrient management strategies
3. Extend technical assistance to interested clients

In case of any changes in the title, methodology, or project site, 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,

  
**ULYSSES A. CAGASAN**

Project Leader

**DEPARTMENT OF AGRONOMY**

Visayas State University, PQUV+97H Baybay City,  
Leyte

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December 17, 2024

**Dr. Prose Ivy G. Yepes**  
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Visca, Baybay City, Leyte

Thru: **Dr. Santiago T. Peña Jr.**  
VP for REI, Visayas State University  
Visca, Baybay City, Leyte

**Dear Dr. Yepes:**

This is to recommend the appointment of **Dr. Mariedith I. Bagarinao** as Study Leader of Component 3.2, entitled: **"Design, Production, and Distribution of Print Ad Materials (brochures) for Lowland and Upland Rice Production Technologies"**, under the Extension Project entitled: Training, Technical Assistance and Distribution of Agronomic Crops Planting Materials in Support to RDEI Programs of VSU and Other Agencies in Eastern Visayas. This is without an honorarium effective from January 01, 2025, to December 31, 2025, unless revoked or terminated due to lack of budget.

As a Study Leader of Component 3.2, she is expected to perform the following duties and responsibilities with appropriate workload unit equivalent:

1. Design and production of print ad materials on lowland and upland rice technologies.
2. Distribute print ad materials on lowland and upland rice technologies to interested clients.

In case of any changes in the title, methodology, or project site, 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,

  
**ULYSSES A. CAGASAN**  
Project Leader



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Thru: **Dr. Santiago T. Peña Jr.**  
VP for REI, Visayas State University  
Visca, Baybay City, Leyte

**Dear Dr. Yepes:**

This is to recommend the appointment of Dr. Berta C. Ratilla as Study Leader of Component 2.2 entitled ***"Training and technical assistance on climate-smart production systems of agronomic field crops anchored in combating climate change"*** under the Extension Project entitled: Training, Technical Assistance and Distribution of Agronomic Crops Planting Materials in Support to RDEI Programs of VSU and Other Agencies in Eastern Visayas. This is without an honorarium effective on January 01, 2025 to December 31, 2025 unless revoked or terminated due to lack of budget.

As Study Leader, she is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Assists study leader in the overall implementation of the component study.
2. Extends technical assistance to interested clients.
3. Facilitates conduct of training on climate change adaptation and mitigation production systems of major agronomic crops for interested farmers.
4. Prepares quarterly, semi-annual, and annual accomplishment reports of the conducted training and technical assistance, and submits them to the project leader for finalization and submission to the project leader.
5. Collates information and knowledge gained relevant to the conducted training and technical assistance relative to her assigned functions.

In case of any changes in the title, methodology, or project site, 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.

**DEPARTMENT OF AGRONOMY**

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