



March 11, 2024

Dr. Prose Ivy G. Yepes
President
Visayas State University
Visca, Baybay City, Leyte

Thru: **Dr. Dennis P. Peque**
VP for REI, Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Yepes:

This is to recommend the appointment of **Dr. Nello D. Gorne** as Co-Study Leader of Component 2 entitled: "**Training and Technical assistance on the production systems of cereal crops; (rice, corn, adlay, sorghum) and other agronomic crops**" 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 March 11, 2024 to May 21, 2024 unless revoked or terminated due to lack of budget.

As Co-Study Leader, he 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. Act as resource person in the conduct of training and technical assistance on Adlai, forage, and applicable technologies relative to Sloping Agricultural Land Technology (SALT), Agroforestry, and Farming Systems.
3. Prepares quarterly, semi-annual, and annual accomplishment reports of the conducted training and technical assistance and submits them to the study leader for finalization before submission to the project leader for approval.
4. Collates information and knowledge gained on the conducted training and technical assistance in-line with his field of specialization

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

DIONESIO M. BAÑOC
DA, Head

Conforme:

NELLO D. GORNE
Co-Study Leader

Recommending Approval

ANTONIO P. ABAMO
Director for Extension

Cc. OVPREI-VP
[OVPREI-RPO/Extension/innovation]
Head, Budget Office
Dean, College
Head, Department
Researcher
RSPPRO

Certified Funds available:

ALICIA M. FLORES
Head, Budget Office

Approved:

DENNIS P. PEQUE
VP for Research, Extension and Innovation