



January 12, 2024

Dr. Daniel Leslie S. Tan
OIC-President
Visayas State University
Visca, Baybay City, Leyte

Thru: **Dr. Dennis P. Peque**
Vice-President for Research, Extension and Innovation

Dear **Dr. Tan**,

This is to recommend the renewal of the appointment of **Dr. Marlito M. Bande** as **Study Leader** of the research entitled **"Propagation of Quality Planting Materials, Carbon Sequestration Potential and Socioecological Assessment of *A. malaccensis*-based Agroecological Systems in Leyte and Biliran Islands"**, Study 2 of the research project **"Ecological Assessment and Conservation of *Aquilaria malaccensis* Through Sustainable Agarwood Production in Leyte and Biliran Islands, Philippines (ECoSAP)" (Project Code: **VSU-IP-2021-9**), charged to the Internationalization Program, subject to the availability of funds, effective January 1, 2024 until December 31, 2024, with equivalent workload units, renewable every year until the completion of the project.**

As Study Leader, Dr. Bande is expected to perform the following responsibilities:

1. Exercise supervision and control in the implementation of the study, in coordination with the other study leaders;
2. Conduct morphological and physiological assessment of potential *Aquilaria* mother trees prior to the production of quality planting materials;
3. Conduct economic evaluation on the production of quality planting materials using cost-benefit analysis;
4. Develop manual on *Aquilaria*'s phenological characteristics to support propagation of quality planting materials;
5. Submit to OVPREI, through the Project Leader, the following:
 - a. Report on the significant outputs/outcomes of the research;
 - b. Quarterly research progress reports to the OVPREI-RPO (**Attachment 1**);
 - c. Midyear research progress reports every 1st week of July of every year (**Attachment 2**);
 - d. Annual research progress reports every 1st week of January of the succeeding year (**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.

For any changes in the title, methodology, project site, and/or budget, 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.

Thank you for your continued support to the Institute.

Very truly yours,

TEOFANES A. PATINDOL
Director

Conformé:

MARLITO M. BANDE
Associate Professor IV, ITEEM

Certified Funds Available:

ALICIA M. FLORES
Head, Budget Office

Endorsed by:

RENEZITA S. COME
Dean, College of Forestry and
Environmental Science (CFES)

Noted:

IVY C. EMNACE
Director for Research

Recommending Approval:

DENNIS P. PEQUE
VP for Research, Extension, and Innovation

cc: OVPREI (VP)
OVPREI (RPO)
Head, Budget Office
CFES (Dean)
ITEEM (File)
MMBande
RSPPRO