



01 December 2021

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

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

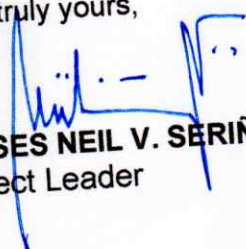
**Dear Dr. Tulin:**

This is to recommend the appointment of **DR. MA. THERESA P. LORETO** as Co-study Leader of Study 3 entitled "**Estimating Net Carbon Emissions from Household Practices and Consumption**" under the project entitled "**Exploring Nature-based Solutions and Circularities in Household Practices and Consumption to Achieve Net Zero Carbon Emissions in Eastern Visayas (ENHANCE)**" effective December 01, 2021 - November 30, 2022. There is no honorarium for this project but travels, supplies, materials and other MOOE can be charged to the project code VSU-FTP-2021-3c and VSU-FTP-2021-3, respectively.

As Co-study Leader, Dr. Loreto is expected to perform the following duties and responsibilities:

1. Provide leadership in implementing the approved research project activities as provided for in the approved proposal;
2. Coordinate with the overall project leader and stakeholders in other agencies in order to collect the needed data and information;
3. Supervise the functions and responsibilities of a research assistant for the effective execution of all research activities;
4. Submit terminal report, draft article for peer-reviewed publications and other deliverables as required; and
5. Comply with the requirements of VSU in relation to the project implementation.

Very truly yours,

  
**MOISES NEIL V. SERIÑO**  
Project Leader

Conforme:

  
**MA. THERESA P. LORETO**  
Co-Study leader

Certified funds available:

**NICK FREDDY R. BELLO**  
OIC Head, Accounting Office