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January 7, 2025

Dr. Allen Glennie P. Lambert

Department of Economics
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Lambert:

By authority vested in me as University President, you are hereby appointed as **Project Leader** of the CTU-Funded Impact Assessment Project entitled "**Assessing the Impacts of CTU Technology Commercialization of Blended Beverage from Seaweed and Selected Tropical Fruits Project**" effective Jan – May 31, 2025, with honorarium; June – December 31, 2025, without honorarium, with no employee, employer relationship.

As a project leader, you are expected to perform the following responsibilities with appropriate workload unit equivalent:

- a. Lead and supervise the overall implementation activities of the project.
- b. Take specific leadership and supervision on the extent of activities, outputs, outcomes, and potential impacts that the CTU's projects are able to provide for their target beneficiaries.
- c. Consolidate and integrate reports on the significant outputs/outcomes of all the components of the project.
- d. Submits terminal reports and other deliverables as required in the project's work plan.
- e. Facilitate and provide support for consultation with CTU personnel.

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.

Very truly yours,

PROSE IVY G. YEPES

President

CC: OVPREI-VP
[OVPREI-RPO/ Extension/ Innovation]
Head, Budget Office
Dean, College
Head, Department
Researcher
RSPPRO

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FM-OOP-05
V05 06-06-2024
No.