



VISCA FOUNDATION FOR AGRICULTURAL AND RURAL DEVELOPMENT

Visayas State University

Visca, Baybay, Leyte

**Request for Appointment of Contractual Employee
For Research and Extension Projects**

September 12, 2022

The Executive Director
ViSCA FOUNDATION FOR AGRICULTURAL
AND RURAL DEVELOPMENT
Visayas State University
Visca, Baybay City, Leyte

Thru: The Department Personnel Committee

I wish to recommend the appointment of **Ms. ROSE ANN BARTIDO** as **Full time Research Assistant** under **Enhancing Livelihoods through Forest and Landscape Restoration funded by ACIAR (ASEM/2016/103)** with a monthly salary of **Thirteen Thousand Pesos (P13,000.00)** only, **ACA of One Thousand Pesos (P 1,000.00)** with SSS and PhilHealth and **PERA of One Thousand Pesos Only (1,000.00)** benefits per month effective **September 16, 2022 until March 31, 2023** or subject to termination anytime due to lack of funds, etc.

This is also to certify that the recommendee met the established qualification standard for the particular position and that the rules and regulations against nepotism are adhered to.

Statement of Duties and Responsibilities:

1. Collect data related to the nutrient cycling experiment;
2. Encode data from the field;
3. Organize and analyze the data gathered;
4. Prepare and submit reports;
5. Perform other activities assigned by her immediate supervisor related to the project.

ARTURO E. PASA

Project Leader

Conforme:

ROSE ANN BARTIDO

Research Assistant

Noted by:

MARIA JULIET C. CENIZA
VP for Research, Extension and Innovation

Certified funds available:

MANUEL B. UY-OCO JR.
Accountant

Approved:

PACIENCIA P. MILAN
Executive Director, ViFARD

Endorsed by:
Department Personnel Committee DFS

TEOFANES A. PATINDOL
Member

RENEZITA S. COME
Member

ANATOLIO N. POLINAR
Chairman & DFS Head