



January 18, 2022

Mr. Jovel M. Aberilla
Instructor, IHK
College of Education
Visayas State University
Visca, Baybay City, Leyte

Dear **Mr. Aberilla**:

As favorably endorsed and recommended by the Vice-President for Research, Extension and Innovation, you are hereby appointed as Member of the Life-Saving and Water Rescue component of the extension project entitled **"Langoy sa Kaluwasan: Capacitating DRRMC Chairpersons and Youth Leaders in each Barangays of Baybay City on Disaster Awareness and Preparedness" (Ext. 62)** effective January 1, 2022 to December 31, 2022.

As member of the **Life-Saving and Water Rescue** component, you are expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Assist the component leader in ensuring that the project objectives particularly on Life-Saving and Water Rescue as a component are met;
2. Facilitate in providing instructions to the clients/participants regarding Life-Saving and Water Rescue;
3. Assist in the production and administration of Life-Saving and Water Rescue module, pre-test/post-test questionnaire, and evaluation every end of session;
4. Help in the preparation and submission of client/participant progress report in Life-Saving and Water Rescue component; and
5. Ensure that clients/participants can perform life-saving and water rescue skills and be able to conduct seminar/workshops to their constituents in their respective units/barangays.

Very truly yours,

EDGARDO E. TULIN
President

cc: OP
VP, Research, Extension and Innovation
Dean, College
Head, Department
RSPPRO