



January 3, 2023

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 **Ms. Gina A. Delima** as Study Leader of the research project entitled "**Gender and Development Studies in Support to VSU's Research and Extension Program (GAD 001.02)**" without honorarium effective January 3, 2023 to December 31, 2023 chargeable to **VSU GAA 2023**.

As Study Leader, Ms. Delima is expected to perform the following responsibilities with appropriate workload unit equivalent:

1. Plan project activities for the year;
2. Implement project activities as planned; and
3. Prepare activity reports of the project.
4. Publish articles from project results.

Very truly yours,

MARIA AURORA TERESITA W. TABADA
Project Leader

Conforme:

GINA A. DELIMA
Instructor II

Certified funds available:

ALICIA M. FLORES
Head, Budget Office